

Annual Report 2013-2014



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The dramatic swoop illustrates students' newly found ability to soar, stimulating individual, community, and economic growth and allowing graduates to reach for their dreams.

This high-energy, positive image also reflects a definite "P" and "C", while the parallel lines also allude to collaborative networks of people and streams of learning.

Viewed yet another way, the logo is a bird in flight, harkening to Aboriginal-based imagery of the power of an eagle, symbolizing wisdom, courage, and strength as well as leadership and prestige.

VISION

Prosperous individuals,
enterprises and economies
– driven by excellence
at Parkland College.

MISSION

Parkland College is a catalyst;
changing lives, communities and industry
– one learner at a time.

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College Profile

Since its inception in 1973, Parkland College has worked to expand the philosophy of life-long learning in the Parkland region. Among the seven basic principles upon which the Saskatchewan community college system was founded is the idea that programs are to be developed in response to the needs of the community. Today, Parkland College delivers hundreds of program sessions at its campuses in Canora, Esterhazy, Fort Qu'Appelle, Melville, Yorkton and its training facility in Kamsack. Students can choose from a broad spectrum of educational services from trades training and high school upgrading to the province's most diverse off-campus university offerings.

Parkland College is focused on the future by continuing its legacy of adaptability and diversity in order to best serve the education and training needs of adult learners and industry partners in East Central Saskatchewan.

Key Facts

- 2013 marked 40 years of operations
- Serves a regional population of almost 85,000 people, of which 12% are Aboriginal
- Geographic area of 10,600 square miles
- Serves the third largest trading area in Saskatchewan with trading population of over 200,000
- Employs over 200 full-time and part-time staff
- Annual operating budget exceeds \$13M
- 968.2 FLEs or 608 full-time students plus over 5,000 part-time and casual students
- Parkland College awards student scholarships annually totaling over \$139,000
- Parkland service area economy receives \$5.3M in added income/year due to the College operations spending
- Government sees a 15% rate of return on its financial support of the College
- 90% of Parkland College graduates stay, work and earn in Saskatchewan

Campus Locations

- Canora
- Esterhazy
- Fort Qu'Appelle
- Melville
- Yorkton

Programs

- Master's Degree
- Bachelor's Degree
- Apprenticeship Level Training
- Advanced Skills Diploma
- Advanced Skills Certificate
- Safety Certification
- Customized Industry Training
- English as an Additional Language
- Adult 10, Adult 12, GED and Grade 12 Online

Services

- Career and Student Services
- Learning Specialist
- Workplace Essential Skills
- The EDGE

**201
EMPLOYEES**



**1,612
GRADS**

*201 Full-time
404 Part-time
1,007 Casual*



36%
**ABORIGINAL
PARTICIPATION
RATE**
(Full-time & Part-Time)



**5,696
STUDENTS**

*608 Full-time
1,705 Part-time
3,383 Casual*

92%
**student
satisfaction
rate**

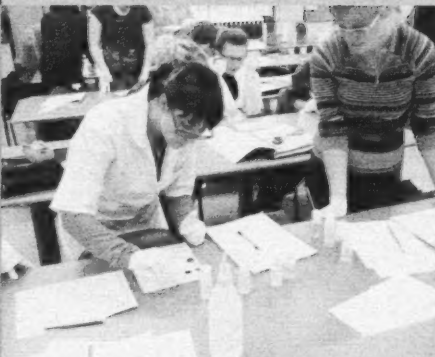
**Invested
\$69,410
in staff
professional
development**



**Awarded 103
scholarships
totaling
\$139,540**



**71
International
Students**



**Close to
\$5 million
raised in capital
campaign**

Board of Governors' Report

Four new Board members were appointed in the fall of 2013 with Lydia Cyr elected as Chair and Sally Bishop elected as Vice-Chair. Regular monthly meetings were held at the various campuses and facilities of the College.

The Board of Governors carried on their regular duties throughout the year. These included approval of the monthly financial statements, approval of the Trimester reports presented by Management, review of the Regional College Act and Regulations, approval of the Audited Financial Statements, Business Plan, and Annual Report, facility leases and approval of high cost technology purchases.

The Trades and Technology Centre along with a Capital Campaign was a regular agenda item of the Board. Approvals at all stages of development were provided by the Board with regular updates on progress provided by Management.

Members of the Board attended the Association of Saskatchewan Regional Colleges, Association of Canadian Community Colleges Conference, President's Advisory Council, Provincial Budget, Yorkton Chamber of Commerce Celebrate Success Awards, Board/Staff Workshop, Scholarship Teas, Golf Tournament and College Graduation.

The Trades and Technology Centre Sod-turning Ceremony was held on May 6 with Board members in attendance. A number of news conferences were held to highlight major donor gifts to which Board members attended.

In the June 2014 Board of Governors' Retreat, a decision was made to move to a Committee of the Whole to meet prior to the regular scheduled Monthly Board meetings and to complete the work of all committees.

Parkland College Board of Governors is proud of the work the College has accomplished over the year and is proud to present the College's 2013-2014 Annual Report.

BOARD MEMBERS

Sally Bishop, Kamsack
David Cisyk, Esterhazy
D. Lydia Cyr, Fort Qu'Appelle (Chair)
Ernie Iluk, Melville
Raymond Sass, Yorkton
Darrell Sobkow, Yorkton

BOARD MEETINGS 2013-14

8 Regular Meetings
3 Conference Call Meetings
1 Constitutional Meeting
4 Committee Meetings
2 Board Retreats

President's Message

During this program year, Parkland College continued to play a central role in the development of a skilled workforce for our region and the province's labour market. There were many highlights in 2013-2014.

With a nod to the past, we celebrated the College's 40th Anniversary in 2013. Looking to the future, construction began on the Trades & Technology Centre in Yorkton. With the assistance of the Government of Saskatchewan and the Capital Campaign Cabinet, this project is quickly moving forward. Completion is scheduled for May 2015.

Parkland College entered an international development project as a partner with Bow Valley College and Lakeland College to develop a new agriculture degree at the University of Belize, as well as to increase student retention and female participation in agriculture. The recruitment of international students into various certificate programs added a global dimension to the College.

Aboriginal engagement was enhanced with the signing of Memoranda of Understanding with five communities and Tribal Councils to develop stronger educational partnerships. Essential Skills projects were delivered at seven First Nations Band communities.

Parkland College continues to deliver responsive, relevant programming through a wide continuum of learning from a Masters level through undergraduate degrees, advanced skills training, industry training, upgrading to Grade 12, Essential Skills, Literacy, and English as an Additional Language. Our innovative delivery continues with online Grade 12 courses delivered to over 300 registrants, Professional Firefighting, Industrial Mechanics Journeyman, Business Administration delivered through distance delivery, and Practical Nursing, to name a few. We are also now a Pearson Vue online testing site approved for General Educational Development (GED) tests.

We wish to thank the many individuals, organizations, and businesses we have worked with over the 2013-2014 year. As a result of their support, we continue to address the training, advanced skills, and educational needs of the region and province.



“

WE PLAY A
CENTRAL ROLE
IN DEVELOPING A
SKILLED WORK-
FORCE FOR OUR
REGION AND THE
PROVINCE.”



President's Advisory Council

The President's Advisory Council was spurred by the development of the Trades & Technology Centre and has become a long-term means of connecting to leaders in the Parkland region.

The purpose of the President's Advisory Council is to advise the President, the Board of Governors and the Executive staff of Parkland College on matters relevant to the region and the communities in the region. Its members include:

- **Joan Bellegarde**
Manager, File Hills Employment and Training Centre
- **Terry Dennis**
Past Mayor, Town of Canora
- **Guy Gendreau**
Yorkton Concrete
- **Bob Maloney**
Mayor, City of Yorkton
- **Oliver Pask**
PotashCorp Rocanville Division
- **Terry Popowich**
President, TA Foods
- **Ron Osika**
Mayor, Town of Fort Qu'Appelle
- **Darrell Sobkow**
VP Operations, Richardson Oilseed
- **Walter Streelasky**
Mayor, City of Melville
- **Kim Wondrasek**
Town Councillor, Town of Langenburg
- **James Wilson**
Past Mayor, City of Yorkton
- **Joe G. Kozakewich**

The President's Advisory Committee is responsible for the following:

- a. Serving as a sound board for key College initiatives and issues impacting community and community development in the region.
- b. Aiding the President and Executive staff in providing consultation and advice related to student issues, program development and college advancement.
- c. Assisting in advising on policy issues relative to students, student learning opportunities and employer and industry liaison.
- d. Promoting dialogue and information exchange regarding public issues and concerns with communities and college stakeholders.

Strategic Plan

Parkland College is constantly evolving, repositioning to better meet the needs of its stakeholders. The next three years will see a continuation of the strategic directions that have guided us since 2012. All plans, policies and decisions will be evaluated against the following:

**SD 1:
Product Scope**

The College continues to expand its continuum of learning services to provide a full range of adult upgrading, technical, professional and liberal education opportunities - facilitating initial training and education as well as ongoing learning enrichment and niche program development to keep our stakeholders current and competitive.

**SD 2:
Area of Influence**

The College strives to address the educational and learning priorities of regional learners and the regional economy while expanding its market boundaries to the international level and preparing its customers for success wherever they choose to pursue employment.

**SD 3:
Leveraging Technology**

The College is committed to adopting or developing leading edge learning technologies in support of its mission, vision and strategic directions.

**SD 4:
Outreach**

The College will continue to provide programs and services at its campuses while expanding capacity to serve through alternative delivery modes, a new expanded trades and technology campus in Yorkton and 'on location' in and with its partner communities, First Nation Bands, and industries.

**SD 5:
Entrepreneurial**

The College is committed to strengthening and diversifying its revenue sources - reducing dependency on government funding through expanded enterprise activity.

**SD 6:
Quality and Value**

The College will develop its value propositions with the ultimate goal of becoming the College of Choice for learners, the Employer of Choice for staff, and the Partner of Choice for communities, businesses and industry.

Strategic Priorities 2013-14

Priority: Quality Assured Education & Training

- Celebrated 327 graduates at the June 2014 ceremony
- 10 staff became certified as GED examiners regionally
- 123 students enrolled and attended The EDGE support tutorials region wide
- Online Grade 12 courses upgraded from Moodle to Desire2Learn (D2L) platform
- Established a Kaizen working group as part of LEAN quality improvement initiatives

- A sod-turning ceremony in May 2014 officially marked the start of construction
- Building design by Regina-based A + K Architects
- Logan Stevens Construction (2000) Ltd. of Yorkton is the general contractor, while MHPM Project Leaders manages the undertaking
- Raised almost \$5 million in Capital Campaign contributions as of June 30, 2014
- Parkland College Family Campaign raised \$5,875

Priority: Trades & Technology Centre

Priority: Building Business

- Became eligible for NSERC (Natural Sciences and Engineering Research Council) federal research grants in Applied Research area
- Launched the Agriculture Operator program, a pilot initiative made possible through Growing Forward 2
- 19 students successfully completed a dual university English credit at Melville Comprehensive School and 9 Adult Basic Education students completed a dual SIAST Accounting credit at Parkland College
- Began working with International Minerals Innovation Institute (IMII) on two mining readiness programs
- 4 industry advisory committees were implemented in program areas

Strategic Priorities 2013-14

- Dedicated a full-time Business & Training Representative position to First Nation collaborations
- Delivered the first year of the Bachelor of Indigenous Education from FNUC/U of R
- Began recruiting for 20 students to participate in the SIAST Continuing Care Assistant program in Kamsack in partnership with Sunrise Health Region, Labour Market Services, and Keeseekoose, Cote & Key First Nations
- Delivered a customized Telecommunications Technician training program in partnership with Pasqua First Nation, SaskTel & Labour Market Services

Priority: Aboriginal Collaborations

Priority: Organizational Engagement & Empowerment

- Invested \$69,410 in education and training opportunities for employees at Parkland College
- Retention was at 96% for our employees in 2013-2014
- Recognized 23 staff members for years of service
- Conducted an Employee Engagement survey resulting in 72% of employees indicating they are positively engaged at work

- Over 140 published articles referencing the College in local print media during 2013-2014
- Website traffic increased with over 145,000 pageviews
- Social media reach increased by 96% on Twitter and 48% on Facebook
- Good Spirit School Division (GSSD) Itinerant Counsellor increased student contacts by 22% and individual counselling sessions by 8%
- Partnered with Good Spirit School Division and Christ the Teacher Catholic School Division to host the fourth annual Career Explorations education and career fair with over 2,000 students in attendance

Priority: Building Awareness & Reputation

Trades & Technology Centre

A sod-turning ceremony in May officially marked the start of construction on the Trades and Technology Centre in Yorkton. The project is made possible by a \$10 million commitment from the Government of Saskatchewan and a successful capital campaign that has raised almost \$5 million from a variety of local and international businesses and community groups.

Recognizing Our Donors:

\$10,000,000	Government of Saskatchewan	\$25,000	BMO Bank of Montreal
\$3,480,000	City of Yorkton (land value)	\$20,000	Key Auto Group
\$1,225,000	PotashCorp	\$15,000	Kinsmen Club of Yorkton
\$1,225,000	The Mosaic Company	\$12,500	CIBC
\$950,000	Western Economic Diversification	\$10,000	Yorkton Concrete Products Ltd.
\$250,000	Canada West Equipment Dealers Assoc.	\$10,000	Loucks Medi-Health Pharmacy Ltd.
\$150,000	Yorkton Tribal Council (scholarships)	\$10,000	Royal Auto Group
\$150,000	Anonymous donor	\$10,000	United Steelworkers Local 5917
\$100,000	LEON RAM Companies	\$10,000	Yorkton Lions Club
\$100,000	Morris Industries	\$7,500	SaskTel Pioneers
\$92,500	Parkland Credit Unions	\$7,000	Fedorowich Construction Ltd.
\$50,000	Logan Stevens Construction (2000) Ltd.	\$6,000	Crusader Drilling Corp.
\$50,000	Town of Canora	\$6,000	Castleton Industries Ltd.
\$50,000	Yorkton Co-operative Assoc. Ltd.	\$6,000	Ungar Construction
\$50,000	Grain Millers, Inc.	\$5,875	Parkland College Staff Campaign
\$50,000	RBC Foundation	\$5,000	Farrell Agencies Ltd.
\$50,000	Painted Hand CDC	\$5,000	Ottenbreit Sanitation Services Ltd.
\$45,000	Rotary Club of Yorkton	\$5,000	Nixon Electrical Service Ltd.
\$35,000	Collins Barrow PQ LLP	\$5,000	Advance Engineered Products Ltd.
\$30,000	Harvest Meats	\$5,000	Richardson Oilseed Ltd.
\$25,000	TD Canada Trust (scholarships)	\$2,000	Drs. Cottenie & Bowtell Dental
\$25,000	Leland Campbell LLP	\$750	Custom Printers
\$25,000	Drs. Ron & Bree Rogoza Optometrists	\$500	Allan & Juanita Polegi
\$25,000	Flaman Group of Companies	\$500	Roxanne Alstad
\$25,000	R H Electric Ltd.	Undisclosed	Bailey's Funeral and Cremation Care
\$25,000	Rusnak Balacko Kachur Rusnak	Undisclosed	Yorkton This Week
\$25,000	Redhead Equipment Ltd.		



The Trades and Technology Centre will house a 10,000-square-foot multi-trades shop, applied research/science lab, welding lab, power engineering lab, six classrooms, study/tutorial rooms, and administrative space.

Key Performance Measures

KEY PERFORMANCE INDICATOR #1

Number of Student Enrollments - expressed in terms of full load equivalents (FLE) for all credit and non-credit programs.	Baseline (FLE's)	2013-14 Target (FLE's)	2013-14 Results (FLE's)
1a) Skills Training - Institute Credit (includes Institute Credit-SIAST, Institute Credit-Other and Apprenticeship)	308	443	311
b) Skills Training - Industry Credit	36	38	75
c) Skills Training - Non-Credit	24	37	31
d) Adult Basic Education - Credit	315	304	304
e) Adult Basic Education - Non-Credit	99	117	142
f) University - Credit	67	121	105

KEY PERFORMANCE INDICATOR #2

Participation, Employment, and Continued to Take Further Training (Rates for Aboriginal Students in %'s, Credit Programs only)	Baseline (%'s)	2013-14 Target (%)	2013-14 Results (%)
2A. Aboriginal Participation (Enrollment) Rate (full-time/part-time)			
a) Skills Training - Institute Credit	18	18	20
b) Skills Training - Industry Credit	18	18	27
c) Adult Basic Education - Credit	51	55	52
d) University - Credit	28	28	27
2B. Graduation Rates of Aboriginal Persons (full-time)			
a) Skills Training - Institute Credit			
i) As % of Graduates	14	15	16
ii) As % of Aboriginal Enrolments	62	60	44
b) Skills Training - Industry Credit			
i) As % of Graduates	n/a	n/a	n/a
ii) As % of Aboriginal Enrolments	n/a	n/a	n/a
c) Adult Basic Education - Credit			
i) As % of Graduates	75	75	84
ii) As % of Aboriginal Enrolments	27	27	25
2C. Aboriginal Employment Rate (full-time)			
a) Skills Training - Institute Credit	67	75	100
b) Skills Training - Industry Credit	n/a	n/a	n/a
c) Adult Basic Education - Credit	73	80	73
2D. Aboriginal Continued to Further Training (full-time)			
a) Skills Training - Institute Credit	32	32	n/a
b) Skills Training - Industry Credit	n/a	n/a	n/a
c) Adult Basic Education - Credit	81	85	88

Key Performance Measures

KEY PERFORMANCE INDICATOR #3

Number of Graduates/Completers for all Credit Programs (In #'s of students)	Baseline (# of students)	2013-14 Target (# of students)	2013-14 Results (# of students)
3A. Number of Graduates (full-time/part-time)			
a) Skills Training - Institute Credit	242	260	233
b) Skills Training - Industry Credit not casual	150	160	274
c) Adult Basic Education - Credit	112	115	98
3B. Number of Completers (full-time/part-time)			
a) Skills Training - Institute Credit	283	280	294
b) Skills Training - Industry Credit not casual	20	25	25
c) Adult Basic Education - Credit	369	370	399

*Completer: Any participant who has successfully completed course requirements or remained to the end of the program.

*Graduate: Any participant who successfully completed all course requirements resulting in achievement of certification by a recognized credit granting institute.

KEY PERFORMANCE INDICATOR #4

Participation, Employment, and Continued to Take Further Training (Rates for all students in %'s, for credit programs only)	Baseline (%s)	2013-14 Target (%s)	2013-14 Results (%s)
4A. Participation (Enrolment) Rate (full-time/part-time)			
a) Skills Training - Institute Credit	36	36	33
b) Skills Training - Industry Credit not casual	11	11	17
c) Adult Basic Education - Credit	43	43	37
d) University - Credit	10	10	13
4B. Graduation Rates of Students (full-time)			
a) Skills Training - Institute Credit			
i) As % of Enrolments	75	75	65
c) Skills Training - Industry Credit			
i) As % of Enrolments no full-time students	n/a	n/a	n/a
d) Adult Basic Education - Credit			
i) As % of Enrolments	26	30	24
4C. Employment Rate (full-time)			
a) Skills Training - Institute Credit	88	88	95
b) Skills Training - Industry Credit no full-time students	n/a	n/a	n/a
c) Adult Basic Education - Credit	74	85	77
4D. Continued to Further Training Rates (full-time)			
a) Skills Training - Institute Credit	72	72	75
b) Skills Training - Industry Credit no full-time students	n/a	n/a	n/a
c) Adult Basic Education - Credit	80	90	90

Key Performance Measures

KEY PERFORMANCE INDICATOR #5

	Baseline (\$'s)	2013-14 Target (\$'s)	2013-14 Results (\$'s)
Total Contractual Revenue (In Contract \$ Received)	\$1,368,265	\$1,600,000	\$1,748,350

NOTES:

- KPI #2B & 4B: Graduation rates are based on full-time students only. This was implemented to more accurately reflect graduation rates, as majority of part-time enrolments are 'completed' and not graduated.

Enrollment by Program

Table 1 - Comprehensive Enrollment by Program Groups for the Whole College

Program Groups		Actuals							
		2012-2013				2013-2014			
		Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs
SKILLS TRAINING	Institute Credit:								
	SIAST	204	278	5	292.64	169	266	8	264.90
	Other:	12	112	4	19.14	30	70	10	28.61
	Apprenticeship & Trade	50	10		22.04	36	11		17.42
	Total Institute Credit	266	400	9	333.82	235	347	18	310.93
	Industry Credit:								
	Total Industry Credit	20	268	1,237	71.86	24	283	1,013	74.76
	Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit)								
Total Non-Credit		0	62	3,400	28.70	10	84	2,352	30.92
TOTAL SKILLS TRAINING		286	730	4,646	434.38	269	714	3,383	416.61
ADULT BASIC EDUCATION	ABE Credit:								
	Adult 12	100	309		188.02	106	370		218.56
	Adult 10	78	61		74.48	83	56		83.31
	Academic GED	9	67		10.88	0	47		2.54
	Total ABE Credit	187	437		273.38	189	473		304.41
	ABE Non-Credit:								
	Employability/Life Skills	90	172		219.68	67	106		84.00
	English Language Training	0	129		24.58	0	153		29.55
	General Academic Studies	0	28		1.46	0	14		0.72
	Literacy	0	111		5.11	0	96		27.50
Total ABE Non-Credit		90	440		250.83	67	369		141.77
TOTAL ADULT BASIC EDUCATION		277	877		524.21	256	842		446.18
UNIVERSITY	Total University	68	120		87.20	83	149		105.38
TOTAL ENROLLMENT		631	1,727	4,646	1,045.79	608	1,705	3,383	968.17

2013-14 Results as of October 24, 2014

PT – Part-time
 FT- Full-time
 Cas – Casual
 FLE – Full Load Equivalent

****See Glossary for Definitions of Terms****

Enrollment by Program

Table 1A - Enrollment by Program Groups for CANORA Campus

		Actuals							
		2012-2013				2013-2014			
	Program Groups	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs
SKILLS TRAINING	Institute Credit:								
	SIAST	0	40	9	10.20	0	38	3	13.56
	Other								
	Apprenticeship & Trade								
	Total Institute Credit	0	40	9	10.20	0	38	3	13.56
	Industry Credit:								
	Total Industry Credit	0	1	114	1.97	0	7	68	1.43
	Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit)								
	Total Non-Credit	0	0	14	0.17	0	0	58	1.32
	TOTAL SKILLS TRAINING	0	41	137	12.34	0	45	129	16.31
ADULT BASIC EDUCATION	ABE Credit:								
	Adult 12	16	10		14.53	12	12		15.26
	Adult 10	19	18		19.23	28	11		26.19
	Academic GED	9	28		8.12	0	13		2.33
	Total ABE Credit	44	56		41.88	40	36		43.78
	ABE Non-Credit:								
	Employability/Life Skills	28	45		13.85	8	45		8.54
	English Language Training								
	General Academic Studies								
	Literacy	0	23		1.04	0	13		0.52
	Total ABE Non-Credit	28	68		14.89	8	58		9.06
	TOTAL ADULT BASIC EDUCATION	72	124		56.77	48	94		52.84
UNIVERSITY	Total University	0	5		1.30	0	8		1.10
	TOTAL ENROLLMENT	72	170	137	70.41	48	147	129	70.25

2013-14 Results as of October 24, 2014

PT – Part-time
 FT- Full-time
 Cas – Casual
 FLE – Full Load Equivalent

**Note: Canora Campus includes Kamsack & area

Enrollment by Program

Table 1B - Enrollment by Program Groups for ESTERHAZY Campus

		Actuals							
		2012-2013				2013-2014			
	Program Groups	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs
SKILLS TRAINING	Institute Credit:								
	SIASST	0	7	2	1.79	0	4		1.14
	Other					0	27	2	1.93
	Apprenticeship & Trade	50	10		22.04	36	11		17.42
	Total Institute Credit	50	17	2	23.83	36	42	2	20.49
	Industry Credit:								
	Total Industry Credit	0	4	289	5.44	0	0	240	3.22
	Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit)								
	Total Non-Credit	0	9	3,117	21.43	0	33	2,038	16.49
TOTAL SKILLS TRAINING		50	30	3,408	50.70	36	75	2,280	40.20
ADULT BASIC EDUCATION	ABE Credit:								
	Adult 12	0	264		84.20	0	316		100.02
	Adult 10								
	Academic GED								
	Total ABE Credit	0	264		84.20	0	316		100.02
	ABE Non-Credit:								
	Employability/Life Skills								
	English Language Training	0	37		5.47	0	54		10.11
	General Academic Studies								
	Literacy								
	Total ABE Non-Credit	0	37		5.47	0	54		10.11
TOTAL ADULT BASIC EDUCATION		0	301		89.67	0	370		110.13
UNIVERSITY	Total University	0	5		0.80	0	3		0.80
TOTAL ENROLLMENT		50	336	3,408	141.17	36	448	2,280	151.13

2013-14 Results as of October 24, 2014

PT – Part-time
 FT- Full-time
 Cas – Casual
 FLE – Full Load Equivalent

****NOTE:** The "Online" Adult 12 program is entered under the Esterhazy Campus.

Enrollment by Program

Table 1C - Enrollment by Program Groups for FORT QU'APPELLE Campus

		Actuals							
		2012-2013				2013-2014			
	Program Groups	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs
SKILLS TRAINING	Institute Credit:								
	SIAS	0	30		7.89	3	19		6.85
	Other:					20	0		15.11
	Apprenticeship & Trade								
	Total Institute Credit	0	30		7.89	23	19		21.96
	Industry Credit:								
	Total Industry Credit	7	41	95	7.42	0	20	67	2.27
	Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit)								
Total Non-Credit						10	3		5.45
TOTAL SKILLS TRAINING		7	71	95	15.31	33	42	67	29.68
ADULT BASIC EDUCATION	ABE Credit:								
	Adult 12	17	20		18.66	16	17		16.02
	Adult 10	17	15		18.33	21	9		18.11
	Academic GED	0	16		2.52	0	10		0.07
	Total ABE Credit	34	51		39.51	37	36		34.20
	ABE Non-Credit:								
	Employability/Life Skills	29	55		33.16	51	33		42.80
	English Language Training								
	General Academic Studies								
	Literacy	0	25		1.79	0	18		1.63
Total ABE Non-Credit		29	80		34.95	51	51		44.43
TOTAL ADULT BASIC EDUCATION		63	131		74.46	88	87		78.63
UNIVERSITY	Total University	10	17		11.30	23	8		29.68
TOTAL ENROLLMENT		80	219	95	101.07	144	137	67	137.99

2013-14 Results as of October 24, 2014

PT – Part-time
 FT- Full-time
 Cas – Casual
 FLE – Full Load Equivalent

Enrollment by Program

Table 1D - Enrollment by Program Groups for MELVILLE Campus

		Actuals							
		2012-2013				2013-2014			
		Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs
SKILLS TRAINING	Institute Credit:								
	SIAST	12	24		16.47	11	20		21.90
	Other	12	112	4	19.14	10	43	8	11.57
	Apprenticeship & Trade								
	Total Institute Credit	24	136	4	35.61	21	63	8	33.47
	Industry Credit:								
	Total Industry Credit	13	41	39	26.57	17	26	64	11.91
	Non-Credit (Industry Non-Credit, Community/Individual Non- Credit, Personal Interest Non- Credit)								
	Total Non-Credit	0	4	86	0.67	0	6	22	0.70
TOTAL SKILLS TRAINING		37	181	129	62.85	38	95	94	46.08
ADULT BASIC EDUCATION	ABE Credit:								
	Adult 12	7	5		6.91	8	5		7.79
	Adult 10	10	5		10.84	6	3		6.60
	Academic GED	0	4		0.04	0	5		0.02
	Total ABE Credit	17	14		17.79	14	13		14.41
	ABE Non-Credit:								
	Employability/Life Skills								
	English Language Training	0	7		0.86	0	13		2.21
	General Academic Studies								
	Literacy	0	20		0.89	0	12		1.05
	Total ABE Non-Credit	0	27		1.75	0	25		3.26
TOTAL ADULT BASIC EDUCATION		17	41		19.54	14	38		17.67
UNIVERSITY	Total University	1	2		1.10	0	23		2.10
TOTAL ENROLLMENT		55	224	129	83.49	52	156	94	65.85

2013-14 Results as of October 24, 2014

PT – Part-time
 FT- Full-time
 Cas – Casual
 FLE – Full Load Equivalent

Enrollment by Program

Table 1E - Enrollment by Program Groups for YORKTON Campus

		Actuals							
		2012-2013				2013-2014			
	Program Groups	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs	Student Enroll FT	Student Enroll PT	Student Enroll Casual	FLEs
SKILLS TRAINING	Institute Credit:								
	SIAST	192	186	5	256.28	155	186	6	221.45
	Other								
	Apprenticeship & Trade								
	Total Institute Credit	192	186	5	256.28	155	186	6	221.45
	Industry Credit:								
	Total Industry Credit	0	174	760	30.46	7	224	633	55.92
	Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit)								
	Total Non-Credit	0	48	192	6.44	0	37	247	6.97
TOTAL SKILLS TRAINING		192	408	957	293.18	162	447	886	284.34
ADULT BASIC EDUCATION	ABE Credit:								
	Adult 12	60	32		63.72	70	40		79.48
	Adult 10	32	23		26.09	27	35		32.40
	Academic GED	0	19		0.20	0	19		0.12
	Total ABE Credit	92	74		90.01	97	94		112.00
	ABE Non-Credit:								
	Employability/Life Skills	38	161		172.66	8	67		32.66
	English Language Training	0	89		18.26	0	86		17.24
	General Academic Studies	0	28		1.46	0	14		0.72
	Literacy	0	44		1.38	0	54		24.29
	Total ABE Non-Credit	38	322		193.76	8	221		74.91
TOTAL ADULT BASIC EDUCATION		130	396		283.77	105	315		186.91
UNIVERSITY	Total University	55	102		72.70	59	118		71.70
TOTAL ENROLLMENT		377	906	957	649.65	326	880	886	542.95

2013-14 Results as of October 24, 2014

PT – Part-time
 FT- Full-time
 Cas – Casual
 FLE – Full Load Equivalent

****NOTE:** In 2012-13 under the Employability/Life Skills (BE Non-Credit Trades & Employment program) includes TEP programs from all campuses and is recorded under "Yorkton Campus" where the coordinator works. In 2013-14 TEP program enrolments decreased and many enrolments were included within the Adult 10 & Adult 12 programs in each campus area, therefore showing significant difference for Yorkton.

Equity Participation

Table 2 - Equity Participation Enrollments by Program Groups for the Whole College

Program Groups		Actuals												2012-2013												2013-2014															
		Aboriginal				Visible Minority				Disability				Total Enrollment				Aboriginal				Visible Minority				Disability				Total Enrollment											
		FT	PT	Cas		FT	PT	Cas		FT	PT	Cas		FT	PT	Cas		FT	PT	Cas		FT	PT	Cas		FT	PT	Cas		FT	PT	Cas									
SKILLS TRAINING	Institute Credit:																																								
	SIASST	22	54	0	0	5	0	3	6	0	204	278	5				35	46	1	4	11	0	4	5	0	169	266	8													
	Other:	2	17	0	0	2	0	0	1	0	12	112	4				19	10	2	2	0	0	0	0	0	30	70	10													
	Apprenticeship & Trade	3	2	0	0	0	0	0	0	0	50	10	0				3	1	0	1	0	0	0	0	0	36	11	0													
	Total Institute Credit	27	73	0	0	7	0	3	7	0	266	400	9				57	57	3	7	11	0	4	5	0	235	347	18													
	Industry Credit:																																								
	Total Industry Credit	9	74	73	0	4	7	3	3	14	20	268	1,237				16	67	103	3	5	13	0	7	15	24	283	1,013													
	Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit)																																								
	Total Non-Credit	0	5	254	0	0	85	0	1	28	0	62	3,400				10	8	137	0	1	47	0	3	26	10	84	2,352													
	TOTAL SKILLS TRAINING		36	152	327	0	11	92	6	11	42	286	730	4,646				83	132	243	10	17	60	4	15	41	269	714	3,383												
ADULT BASIC EDUCATION	Adult Basic Education Credit:																																								
	Adult 12	75	94			5	9			14	12						75	107		2	15		6	14		106	370														
	Adult 10	69	58			3	2			12	4						79	47		0	0		8	11		83	56														
	Academic GED	9	55			0	0			0	7						0	36		0	0		0	3		0	47														
	Total ABE Credit	153	207			8	11			26	23						154	190		2	15		14	28		189	473														
	Adult Basic Education Non-Credit:																																								
	Employability / Life Skills	75	145			3	7			5	5						56	94		4	4		2	3		67	106														
	English																																								
	Language Training General	0	0			0	13			0	0						0	0		0	11		0	0		0	153														
	Academic Studies	0	1			0	0			0	1						0	2		0	0		0	0		0	14														
Literacy	0	69			0	5			0	18						0	61		0	1		0	15		0	96															
Total ABE Non-Credit	75	215			3	26			5	24						56	157		4	16		2	18		67	369															
TOTAL ADULT BASIC EDUCATION		228	422			11	36			31	47					210	347		6	31		16	46		256	842															
UNIVERSITY	Total University	24	32			4	3			1	3					33	30		4	0		0	5		83	149															
TOTAL ENROLLMENT		288	606	327	15	50	92	38	61	42	631	1,727	4,646			326	509	243	20	48	60	20	66	41	608	1,705	3,383														

PT - Part-time
FT - Full-time
Cas - Casual

Note for Table 2 & 4: Equity statistics are voluntary and only students willing to declare were reported.

2013-14 Results as of October 24, 2014

Student Success

Table 3 - Student Success by Program Groups for the Whole College

Program Groups	Actuals											
	2012-2013						2013-2014					
	Total Students Completed		Total Students Graduated		Total Employed		Total Going to Further Training		Total Students Completed		Total Students Graduated	
	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT
Skills Training	Institute Credit:											
	28	240	3	136	35	2	71	19	0	24	9	
	6	34	0	6	79	4	6	3	1	3	2	
	0	1	0	50	9	0	0	0	0	0	0	0
	34	275	3	192	123	6	77	22	1	27	11	
TOTAL SKILLS TRAINING	Total Institute Credit:											
	6	13	16	8	241	1,220						
	0	61	3,397									
	40	349	3,416	200	364	1,226	77	22	1	27	11	
	56	218		15	8		8	88		37	99	
Adult Basic Education	Adult Basic Education Credit:											
	14	7		38	9		7	3		31	10	
	8	22		1	33		4	14		0	18	
	78	247		54	50		19	105		68	127	
	88	161					27	26		16	24	
TOTAL ADULT BASIC EDUCATION	Non-Credit:											
	0	111					0	65		0	48	
	0	28					0	16		0	1	
	0	64					0	4		0	38	
	88	364					27	111		16	111	
UNIVERSITY	Total ABE Non-Credit											
	166	611		54	50		46	216		84	238	
	65	120										
	271	1,080	3,416	254	414	1,226	123	238	1	111	249	0
	201	404	1,007	141	274	2	96	122	2			

2013-14 Results as of October 24, 2014

Completed = the total number of students who completed course requirements or remained to the end of the program.

Graduated = the number of students who successfully completed all course requirements resulting in achievement of certification by a recognized credit granting institution or recognized by industry.

Notes for Tables 3 & 4

- We do not 'Graduate' University and part-time institute credit programs, all are under completed columns for both academic years.
- We do not do follow-up for University, apprenticeship, part-time institute credit, skills training non-credit, short study industry credit programs and English language training (13-14).
- If more than one type of follow-up is reported for an individual in a program group, enrollment is counted once and they are counted once under each type of follow-up.

Equity Participation

Table 4 - Equity Participation Completers & Graduates by Program Groups for Whole College

SKILLS TRAINING	Program Groups	Actuals																	
		2012-2013									2013-2014								
		Aboriginal			Visible Minority			Disability			Aboriginal			Visible Minority			Disability		
		E	C	G	E	C	G	E	C	G	E	C	G	E	C	G	E	C	G
TOTAL SKILLS TRAINING	Institute Credit:																		
	SIASST	76	45	36	5	4	0	9	4	5	82	41	25	15	5	8	9	5	1
	Other:	19	7	12	2	0	2	1	1	0	31	10	11	2	0	1	0	0	0
	Apprenticeship & Trade	5	1	4	0	0	0	0	0	0	4	1	3	1	0	1	0	0	0
	Total Institute Credit	100	53	52	7	4	2	10	5	5	117	52	39	18	5	10	9	5	1
	Industry Credit:																		
	Total Industry Credit	156	23	120	11	0	11	20	1	18	186	22	159	21	4	17	22	1	21
	Non-Credit																		
	(Industry Non-Credit, Community/ Individual Non-Credit, Personal Interest Non-Credit)																		
	Total Non Credit	259	259	0	85	85	0	29	29	0	155	154	0	48	47	0	29	29	0
ADULT BASIC EDUCATION	Credit:																		
	Adult 12	169	82	15	14	8	0	26	12	2	182	112	13	17	13	0	20	17	1
	Adult 10	127	17	43	5	1	1	16	4	5	126	32	34	0	0	0	19	7	4
	Academic GED	64	28	27	0	0	0	7	1	5	36	5	30	0	0	0	3	0	3
	Total ABE Credit	360	127	85	19	9	1	49	17	12	344	149	77	17	13	0	42	24	8
	Adult Basic Education Non-Credit:																		
	Employability/Life Skills	220	209	0	10	10	0	10	10	0	150	114	0	8	6	0	5	3	0
	English Language Training	0	0	0	13	12	0	0	0	0	0	0	0	11	7	0	0	0	0
	General Academic Studies	1	1	0	0	0	0	1	1	0	2	2	0	0	0	0	0	0	0
	Literacy	69	39	0	5	4	0	18	11	0	61	48	0	1	1	0	15	12	0
TOTAL ADULT BASIC EDUCATION	Total ABE Non-Credit	290	249	0	28	26	0	29	22	0	213	164	0	20	14	0	20	15	0
	UNIVERSITY	650	376	85	47	35	1	78	39	12	557	313	77	37	27	0	62	39	8
	Total University	56	55	0	7	7	0	4	4	0	63	60	0	4	4	0	5	4	0
TOTAL ENROLLMENT		1,221	766	257	157	131	14	141	78	35	1,078	601	275	128	87	27	127	78	30

2013-14 Results as of October 24, 2014

PT - Part-time
FT - Full-time
Cas - Casual

E = total enrollment

C = completers (the total number of students who completed course requirements or remained to the end of the program).

G = graduates (the total number of students who successfully completed all course requirements resulting in achievement of certification by a recognized credit granting institution or recognized by industry).

Human Resources

Human Resources assists applicants and employees with all phases of the employment process from recruitment, interviewing, selection, and evaluation of employees. Human Resources helps foster strong relationships with employees by providing a high level of expertise and support. Parkland College employed 102 full time equivalent (FTE) positions in 2013-2014.

Performance Management

Human Resources improved and modernized the instructor and non-instructor evaluation plan. Over 80% of all employees completed a performance review by June 2014.

Staff Recognition

Twenty-three employees were recognized at the Annual Staff Recognition event for their dedication, commitment and service to adult education and our organization.

Professional Development

Parkland College is committed to lifelong learning. As such, we invested \$69,410 in education and training opportunities for employees. Human Resources organized two external in-service opportunities for staff: Anti-Harassment training and Pacific Institute Leadership training. Human Resources delivered four internal in-service sessions: Progressive Discipline, Supervisor Expectations, Crucial Conversations, and Performance Reviews.

Wellness

The Wellness Committee advocates a holistic approach to health, focusing on the mental, emotional, spiritual, and physical health of Parkland College employees. In 2013-2014, the committee tailored a variety of initiatives and activities to the needs of employees to enhance our Wellness Strategy.

Retention

Parkland College retained 96% of our employees in 2013-2014. This low turnover reflects a positive work environment and culture, and underscores our efforts to create a workplace where employees Join, Stay, Perform, and Adapt.

Employee Engagement and Empowerment

Parkland College conducted an Employee Engagement survey in October 2013 to measure our employees' positive emotional attachment to the College. The results identified that 72% of employees are positively engaged at work.

Quality Improvement

We embarked on a Quality Improvement Strategy to evaluate the work practices and processes throughout Parkland College. The goal of this strategy was to improve the way we perform our work in order to provide better products and services to our students and increase our job satisfaction. We have embedded a philosophy and culture of continuous improvement.

Human Resources - F.T.E. Chart

Position & Classification	# of Employees	F.T.E.'s
Executive		
President	1	1.0
Director, Academics & Student Services	1	1.0
Director, Advancement	0	1.0
Director, Finance & Administration	1	1.0
Director, Human Resources	1	1.0
Director, Training & Business Development	1	1.0
Assistant Director, Administration	0	1.0
Controller	1	1.0
Human Resource Generalist	1	1.0
Executive Assistant	1	1.0
In Scope		
Managers	2	2.00
IT Manager, Level 7	1	1.00
Coordinators, Level 7	10	9.22
Coordinators, Level 6	2	1.79
Counsellors, Level 7	8	5.27
Business and Training Representative, Level 6	2	2.00
Facilitators, Level 6	9	4.90
Accounting Technicians, Level 5	1	1.00
Accounting Clerk, Level 4	1	0.97
Information Technician, Level 5	1	1.00
Information Technician, Level 4	1	0.60
Registration Clerk, Level 5	1	1.00
Communications Officer, Level 5	1	1.00
Program Assistants, Level 4	12	10.40
Clericals, Level 3	6	3.59
Clericals, Level 2	3	1.30
Clericals, Level Casual	13	1.84
SCN Attendants, Level 1	2	0.09
Janitor, Level 3	1	1.00
Janitors, Level 2	3	1.75
Learning Specialists	1	1.00
Instructors (in-scope grid)	98	36.52
Tutors/Aides	14	1.80
Total	201	101.61

Non-credit instructors are not included.

Human Resources - Employee List

Executive

Cameron, Michael
DePape, Kami
Dubreuil, Alison
McDonnell, Mandi
Myers, Dr. Fay
Nadeem, Mustansar
Seidler, Rhoda
Virostek, Christine

Director, Training & Business Development
Director, Academics & Student Services
Director, Human Resources
Human Resources Generalist
President & Chief Executive Officer
Director, Finance & Administration
Executive Assistant
Controller

In Scope

Adams, Paul
Alstad, Roxanne
Badger, Delores
Banga, Linda
Beddome, George
Bendfeld, Darryl
Benjamin, Patty
Blain, Gladys
Bobowski, Carol
Boychuk, Pattie
Broda, Maureen
Brown, Connie
Buchholzer, Elaine
Burbach, Amanda
Cadieux de Larios, Lisa
Cazakoff, Cecelia
Cherepuschak, Rick
Cherney, Shelley
Cole, Maria
Cymbalisty, Irene
Dales, Jean
Daniel, Mona
Datema, Jill
Decelles, Donna
Dedman, David
Degooijer, Joy
Degryse, Catherine
Denesik, Rodney
Donalds, Michelle
Dzuba, Michelle
Eckhart, Michelle
Evanik, Jenny
Evans, Barbara
Evans, Sharon
Fedorowich, Eugene
Ferguson, Raymond
Fraser-Bailey, Katherine
Fulton, Scott
Gabriel, Tracy
Gascho, Glenda
Gerein, Ronald
Gilbey, Nora
Giles, Sarah
Glowa, Rosemarie
Gorchynski, Gail
Gulak, Neil
Hall, Michael
Haskell, Ronald
Heshka, Linda
Hnatuk, Sandra
Hollick, Laurel
Holstein, Dale
Hourd, Ed
Hudym, Nick
Hull, Jennifer
Jackson, Dorothy

Janitor
Program Assistant
Counsellor
Instructor, Adult Basic Education
Instructor, Adult Basic Education
Instructor, Class 1A Driving
SCN Attendant
Instructor, English Language Training
Head Counsellor
Receptionist
Registrar
Coordinator, Corporate Training
Program Assistant
Instructor, Office Education
Coordinator, International
Instructor, Adult Basic Education
Instructor, Power Engineering
Coordinator, Emergency Services
Facilitator
Instructor, Continuing Care Assistant
Instructor, English Language Training
Program Assistant
Program Assistant
Counsellor
Instructor, Entrepreneurship
Instructor, Continuing Care Assistant
Instructor, Office Education
Instructor, Class 1A Driving
Instructor, Adult Basic Education Online
Instructor, Adult Basic Education
Counsellor
Receptionist
Instructor, Practical Nursing
Program Assistant
Instructor, Communications Installation
Instructor, Firefighting
Janitor
Facilitator
Instructor, Practical Nursing
Receptionist
Instructor, Carpentry
Counsellor
Coordinator, English Language Training
Counsellor
Coordinator, Essential Skills
Instructor, Class 1A Driving
Instructor, Agriculture
Instructor, Power Engineering
Coordinator, Adult Basic Education
Receptionist
Instructor, Early Childhood Education
Coordinator, Trades & Industrial
Business & Training Representative
Instructor, Industrial Mechanics
Janitor
Instructor, Adult Basic Education

Jansen, Linda
Jensen, Alma
Jolly Maxie, Susan
Kaeding, Michelle
Katchuk, Natasha
Keyowski, Deborah
Kopan, Lonny
Kostyshyn, Sheldon
Kyle-Zwirsky, Kim
Landels, Darrell
Lang, Rachel
Lipoth, Sarah
Littlewolfe, Marion
Lockhart, Shirley
MacDonald, Gordon
Machnee, Gwen
Marfleet, Cheryl
Mathewson, Derek
McColl, Ginger
McDonald, Kathleen
Miller, Blaine
Morris, Charlotte
Morrison, Cam
Mortimer, Bob
Nagy, Brad
Neudorf, Shane
O'Hagan, Marguerite
Pearen, Lawrence
Pedersen, Terri
Penner, Nathan
Petersen, Kent
Pollock, Oney
Polochek, David
Prokop, Patricia
Purich, Margaret
Puritch, Mel
Rediger, Maureen
Rohatensky, Jackie
Rokosh, Sharon
Rose, Brad
Rurak, Sharon
Ryder, Kenneth
Scheffler, Jacqueline
Scutchings, Richard
Seidler, Keith
Shankowsky, Gwyneth
Skorobohach, Sonia
Sliva, Laura
Springford, Katherine
Starr, Gail
Strelloff, Phyllis
Sylvester, Brad
Thompson, Donald
Trebish, Katherine
Vranai, Donna
Wade, Jessie
Wagner, Brendan
Wasykowski, Glenda
Wasylyniak, Karrie
Vaugh, Betty
Weinheimer, Susan
Weston, Scott
Whiting, Jill
Whittaker, Marcia
Wilson, Wendy
Wolkowski, Cynthia
Wondrasek, Kim
Wright, James
Yacishyn, Geraldine
Yuzicapi, Dianne
Zorn, Carolee

Accounting Technician
Program Assistant
Facilitator
Program Assistant
Coordinator, Marketing
Receptionist
Instructor, Firefighting
Information Technology Support
Facilitator
Business & Training Representative
Instructor Aide
Instructor Aide
Program Assistant
Janitor
Instructor, Power Engineering
Coordinator, University & Applied Research
Instructor, Practical Nursing
Instructor, Adult Basic Education Online
Instructor, English Language Training
Instructor, Adult Basic Education
Instructor, Carpentry
Program Assistant
Instructor, Power Engineering
Instructor, Heavy Equipment Operator
Instructor, Power Engineering
Janitor
Instructor, Adult Basic Education
Manager, Post Secondary Programs
Facilitator, The Learning Edge
Manager, Information Technology
Facilitator
Instructor, Continuing Care Assistant
Instructor, Entrepreneurship
Instructor, Adult Basic Education
Instructor, Adult Basic Education
Instructor, Power Engineering
Instructor, Office Education
Instructor, Practical Nursing
Accounting Clerk
Instructor, Adult Basic Education
Program Assistant
SCN Attendant
Instructor, Aide
Instructor, Heavy Equipment Operator
Instructor Aide
Counsellor
Receptionist
SCN Attendant
Coordinator, Academics & Student Services
Counsellor
Instructor Aide
Instructor, Tourism & Hospitality
Instructor Aide
Instructor, Business
Instructor, Business
Instructor, Continuing Care Assistant
Communications Officer
Receptionist
Receptionist
Receptionist
Counsellor
Instructor, Firefighting
Program Assistant
Instructor, Business
Coordinator, Post-Secondary Programs
Program Assistant
Coordinator, Post-Secondary Programs
Instructor, Adult Basic Education
Instructor, Adult Basic Education
Facilitator
Instructor, Practical Nursing

Financial Statements

*Government of the Province of Saskatchewan
Ministry of Advanced Education*

*Parkland College
Financial Statements*

*For Year Ended
June 30, 2014*

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I. Statement of Responsibility



YOUR Answer...

Melville Administration
Box 790, 200 Block, 9th Avenue East
Melville, SK, S0A 2P0
Ph: (306) 728-4471 Fax: (306) 728-2576

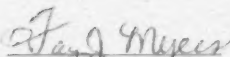
Statement of Management Responsibility

The financial statements have been prepared by management in accordance with Canadian public sector accounting standards and the format specified in the Regional Colleges Accounting and Reporting Manual issued by the Ministry of Advanced Education, and are in compliance with the provisions of legislation and related authorities. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. Financial statements are not precise because they include certain amounts based on estimates and judgements.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, the management has developed and maintains a system of internal control designed to provide reasonable assurance that College assets are safeguarded from loss and that the accounting records are a reliable basis for the preparation of financial statements.

The Board of Directors of the College is responsible for the review and approval of the financial statements, and ensures management fulfils its financial reporting responsibilities. The Board meets with management and, as required, with the external auditors to discuss the results of audit examinations and financial reporting matters. The external auditors have full access to the Board with and without the presence of management.

The financial statements have been audited by Skilnick Miller Moar Grodecki & Kreklewich, Chartered Accountants. The external auditors conduct an independent examination in accordance with Canadian auditing standards and express their opinion on the financial statements. The accompanying Auditors' Report outlines their responsibilities, the scope of their examination and provides their opinion on the fairness of the presentation of the information in the financial statements.


Chief Executive Officer


Director, Finance & Administration

September 26, 2014

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II. Auditor's Report

Miller Moar Grodecki Kreklewich & Chorney *Chartered Accountants*

INDEPENDENT AUDITORS' REPORT

To Members of the Board
Parkland Regional College
MELVILLE, Saskatchewan

Report on the Financial Statements

We have audited the accompanying financial statements of the Parkland Regional College which comprise the statement of financial position as at June 30, 2014 and the statements of operations, changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Parkland Regional College as at June 30, 2014 and the results of its operations, changes in net financial assets and cash flow for the year then ended in accordance with Canadian public sector accounting standards.

Miller Moar Grodecki Kreklewich & Chorney

MILLER MOAR GRODECKI KREKLEWICH & CHORNEY
Chartered Accountants

Melville, Saskatchewan
September 26, 2014

III. Statement of Financial Position

Statement 1

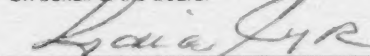
Parkland Regional College Statement of Financial Position as at June 30, 2014

	30-Jun 2014	30-Jun 2013
Financial Assets		
Cash and cash equivalents (Note 3)	\$ 2,884,697	\$ 3,915,076
Accounts receivable (Note 4)	1,798,389	1,255,877
Investment in 580673 Saskatchewan Ltd. (Note 17)	175,000	175,000
Portfolio investments (Note 5)	584,481	517,865
Total Financial Assets	5,442,568	5,863,818
Liabilities		
Accrued salaries and benefits (Note 6)	378,002	451,724
Accounts payable and accrued liabilities (Note 7)	1,856,847	410,658
Deferred revenue (Note 8)	204,010	457,518
Liability for employee future benefits (Note 9)	247,200	232,800
Long-term debt (Note 10)	55,809	-
Total Financial Assets	2,741,867	1,552,700
Net Financial Assets	2,700,700	4,311,118
Non-Financial Assets		
Tangible capital assets (Note 11)	6,162,742	3,679,526
Prepaid expenses (Note 12)	75,095	212,646
Total Non-Financial Assets	6,237,837	3,892,171
Accumulated Surplus (Note 18)	\$ 8,938,537	\$ 8,203,289
Accumulated Surplus is comprised of:		
Accumulated surplus from operations	\$ 8,938,537	\$ 8,203,289
Total Accumulated Surplus	\$ 8,938,537	\$ 8,203,289

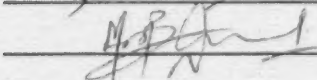
Contingent Liabilities (Note 20)

The accompanying notes and schedules are an integral part of these financial statements

On behalf of the Board:



Director



Director/CFO

IV. Statement of Operations

Statement 2

Parkland Regional College
Statement of Operations and Accumulated Surplus
for the year ended June 30, 2014

	2014 Budget (Note 15)	2014 Actual	2013 Actual
Revenues (Schedule 2)			
Provincial government			
Grants	\$ 10,493,737	\$ 6,164,506	\$ 6,788,926
Other	1,782,738	1,110,249	1,797,306
Federal government			
Grants	950,000	-	9,206
Other	270,549	300,320	106,068
Other revenue			
Administrative recoveries	16,844	-	-
Contracts	2,180,055	1,748,350	1,947,466
Interest	30,000	56,677	35,382
Rents	43,300	10,978	22,453
Resale items	414,196	222,169	251,197
Tuition	3,773,520	2,620,840	2,253,183
Donations	661,291	1,349,520	1,990,207
Other	574,519	370,806	199,839
Total revenues	<u>21,190,749</u>	<u>13,954,414</u>	<u>15,401,231</u>
Expenses (Schedule 3)			
General	6,430,728	5,737,201	5,504,690
Skills training	4,765,638	4,254,189	3,521,496
Basic education	3,168,385	2,326,508	2,007,293
University	478,168	355,803	359,997
Services	437,470	395,944	580,002
Scholarships	-	149,368	108,650
Development	-	152	-
Total expenses	<u>15,280,390</u>	<u>13,219,165</u>	<u>12,082,128</u>
Surplus for the Year from Operations	<u>5,910,360</u>	<u>735,249</u>	<u>3,319,103</u>
Accumulated Surplus, Beginning of Year	<u>8,203,289</u>	<u>8,203,289</u>	<u>4,884,186</u>
Accumulated Surplus, End of Year	<u>\$ 14,113,649</u>	<u>\$ 8,938,537</u>	<u>\$ 8,203,289</u>

The accompanying notes and schedules are an integral part of these financial statements

V. Statement of Changes in Net Assets

Statement 3

Parkland Regional College Statement of Changes in Net Financial Assets as at June 30, 2014

	2014 Budget (Note 15)	2014 Actual	2013 Actual
Net Financial Assets, Beginning of Year	\$ 2,782,426	\$ 4,311,118	\$ 794,760
Surplus for the Year from Operations	5,910,360	735,249	3,319,104
Acquisition of tangible capital assets	(8,707,623)	(2,993,705)	(158,829)
Amortization of tangible capital assets	510,000	510,488	499,752
Acquisition of prepaid expenses	(50,000)	212,646	68,957
Use of prepaid expenses	100,000	(75,095)	(212,646)
	<u>545,163</u>	<u>2,700,700</u>	<u>4,311,118</u>
Change in Net Financial Assets	<u>(2,237,263)</u>	<u>(1,610,417)</u>	<u>3,516,338</u>
Net Financial Assets, End of Year	<u>\$ 545,163</u>	<u>\$ 2,700,700</u>	<u>\$ 4,311,118</u>

The accompanying notes and schedules are an integral part of these financial statements

VI. Statement of Cash Flows

Statement 4

**Parkland Regional College
Statement of Cash Flows
for the year ended June 30, 2014**

	<u>2014</u>	<u>2013</u>
Operating Activities		
Surplus for the year from operations	\$ 735,249	\$ 3,319,103
Non-cash items included in surplus		
Amortization of tangible capital assets	510,488	499,752
Changes in non-cash working capital		
(Increase) in accounts receivable	(542,512)	(522,367)
Increase (decrease) in accrued salaries and benefits	(73,722)	165,344
Increase in accounts payable and accrued liabilities	1,460,589	53,281
Increase (decrease) in deferred revenue	(253,508)	265,047
Decrease (increase) in prepaid expenses	137,550	(143,688)
Cash Provided by Operating Activities	<u>1,974,134</u>	<u>3,636,472</u>
Capital Activities		
Cash used to acquire tangible capital assets	(2,993,705)	(158,829)
Cash (Used) by Capital Activities	<u>(2,993,705)</u>	<u>(158,829)</u>
Investing Activities		
Cash used to acquire portfolio investments	(587,803)	(7,663)
Proceeds from disposal of portfolio investments	521,187	-
Cash (Used) by Investing Activities	<u>(66,616)</u>	<u>(7,663)</u>
Financing Activities		
Proceeds from issuance of long-term debt	95,672	-
Repayment of long-term debt	(39,863)	-
Cash Provided by Financing Activities	<u>55,809</u>	<u>-</u>
Increase (Decrease) in Cash and Cash equivalents	(1,030,379)	3,469,979
Cash and Cash Equivalents, Beginning of Year	<u>3,915,076</u>	<u>445,096</u>
Cash and Cash Equivalents, End of Year	<u>\$ 2,884,697</u>	<u>\$ 3,915,076</u>
Represented on the Financial Statements as:		
Cash and cash equivalents	\$ 2,884,697	\$ 3,915,076
Cash and Cash Equivalents, End of Year	<u>\$ 2,884,697</u>	<u>\$ 3,915,076</u>

The accompanying notes and schedules are an integral part of these financial statements

VII. Notes to the Financial Statements

PARKLAND REGIONAL COLLEGE **Notes to the Financial Statements** **for the year ended June 30, 2014**

1. PURPOSE AND AUTHORITY

Parkland Regional College offers educational services and programs under the authority of Section 14 of *The Regional Colleges Act*.

The Board of the Parkland Regional College is responsible for administering and managing the educational affairs of the College in accordance with the intent of *The Regional Colleges Act* and its regulations.

The College's objectives are to promote the social, economic and cultural development of the Parkland region of Saskatchewan by facilitating learning options and participating in community groups.

The College is exempt from the payment of income tax.

2. SIGNIFICANT ACCOUNTING POLICIES

The College prepared these financial statements in accordance with Canadian public sector accounting standards.

Significant aspects of the accounting policies adopted by the College are as follows:

(a) Modified Equity Method:

The modified equity method is used to account for the College's investment in Government Business Enterprises.

The GBEs that have been included using the modified equity method are:

- 586073 Saskatchewan Ltd.

(b) Measurement Uncertainty and the Use of Estimates

The preparation of financial statements in conformity with PSA standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the year. Uncertainty in the determination of the amount at which an item is recognized or disclosed in financial statements is known as measurement uncertainty. Such uncertainty exists when there is a variance between the recognized or disclosed amount and another reasonably possible amount.

PARKLAND REGIONAL COLLEGE

Notes to the Financial Statements

for the year ended June 30, 2014

Measurement uncertainty that may be material to these financial statements exists for:

- the liability for employee future benefits of \$247,200 (June 30, 2013 - \$232,800) because actual experience may differ significantly from actuarial or historical estimations and assumptions;

These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in earnings in the periods in which they become known. While best estimates are used for reporting items subject to measurement uncertainty, it is reasonably possible that changes in future conditions, occurring within one fiscal year, could require material changes in the amounts recognized or disclosed.

(c) Financial Instruments

Financial instruments create rights and obligations to receive or deliver economic benefits. Financial instruments include cash and cash equivalents, accounts receivable, portfolio investments, accrued salaries and benefits, accounts payable and accrued liabilities.

Financial instruments are assigned to one of two measurement categories: fair value, or cost or amortized cost.

i) Fair Value

Fair value measurement applies to portfolio investments in equity and debt instruments that are quoted in an active market.

ii) Cost or Amortized Cost

All other financial assets and financial liabilities are measured at cost or amortized cost. Transaction costs are a component of cost for financial instruments measured using cost or amortized cost. Loans and receivables are measured at amortized cost. Due to their short-term nature, the amortized cost of these instruments approximates their fair value.

(d) Financial Assets

Financial assets are assets that could be used to discharge existing liabilities or finance future operations and are not for consumption in the normal course of operations. Valuation allowances are used where considered necessary to reduce the amounts reported for financial assets to their net realizable value.

Cash and Cash Equivalents consist of cash, bank deposits and highly liquid investments with initial maturity terms of three months or less and held for the

PARKLAND REGIONAL COLLEGE
Notes to the Financial Statements
for the year ended June 30, 2014

purpose of meeting short-term operating cash commitments rather than for investing purposes.

Accounts Receivable are shown net of allowance for doubtful accounts to reflect their expected net recoverable value. Valuation allowances are recorded where recovery is considered uncertain. Changes in valuation allowances are recorded in the statement of operations.

Portfolio Investments consist of debt investments quoted in an active market. These investments are reported at fair value, and any associated transaction costs are expensed upon initial recognition. Measurement gains or losses on fair value are recorded as income or expense on the consolidated statement of operations in the period the gain or loss occurs.

(e) Liabilities

Liabilities present obligations arising from transactions and events occurring prior to year end, which will be satisfied in the future through the use of assets or another form of economic settlement.

Accrued Salaries and Benefits represents salaries and benefits owing to or on behalf of work performed by employees, but not yet paid, at the end of the fiscal period. Amounts are payable within one year.

Accounts Payable and Accrued Liabilities include accounts payable and accrued liabilities owing to third parties for goods supplied and services rendered, but not yet paid, at the end of the fiscal period. Amounts are payable within one year.

Deferred revenue from government transfers represents restricted grants with stipulations that give rise to a liability for which the stipulations have not yet been fulfilled. The revenue is recognized as the stipulation liabilities are settled. Deferred revenue from non-government sources represents revenue related to fees or services received in advance of the fee being earned or the services being performed, and other contributions for which the contributor has placed restrictions on the use of the resources. Tuition and fee revenue is recognized as the course is delivered, revenue from contractual services is recognized as the services are delivered, and revenue from other contributions is recognized in the fiscal year in which the resources are used for the purpose specified.

Liability for Employee Future Benefits represents non-vesting sick leave benefits that accrue to the College's employees. The cost of these benefits is recorded as the benefits are earned by employees. The liability relating to these benefits is actuarially determined using the projected benefit method

PARKLAND REGIONAL COLLEGE

Notes to the Financial Statements for the year ended June 30, 2014

pro-rated on service and management's best estimate of expected sick leave usage, discount rate, inflation, salary escalation, termination and retirement rates and mortality. Actuarial gains and losses are amortized on a straight line basis over the expected average remaining service life of the related employee groups. Actuarial valuations are performed periodically. Extrapolations of these valuations are made when a valuation is not done in the current fiscal year.

Long-Term Debt is comprised of capital loans and other long-term debt with initial maturities of more than one year. Long-term debt also includes capital lease obligations where substantially all of the benefits and risks incident to ownership are transferred to the College without necessarily transferring legal ownership. The amount of the lease liability recorded at the beginning of the lease term is the present value of the minimum lease payments, excluding the portion thereof relating to executory costs.

(f) Non-Financial Assets

Non-financial assets are assets held for consumption in the provision of services. These assets do not normally provide resources to discharge the liabilities of the College unless they are sold.

Tangible Capital Assets have useful lives extending beyond the accounting period, are used by the College to provide services to the public and are not intended for sale in the ordinary course of operations. Tangible capital assets are recorded at cost and include all costs directly attributable to the acquisition, design, construction, development, installation and betterment of the tangible capital asset.

The cost of depreciable tangible capital assets, net of any residual value, is amortized on a straight line basis over their estimated useful lives as follows:

Leasehold Improvements	10 years
Buildings	20 years
Office Furnishings/equipment	10 years
Computer hardware	3 years
Vehicles	5 years
Leased capital assets	3 years

Write-downs are accounted for as expenses in the statement of operations.

Prepaid Expenses are prepaid amounts for goods or services which will provide economic benefits in one or more future periods. The prepaid amount is recognized as an expense in the year the goods or services are consumed.

PARKLAND REGIONAL COLLEGE
Notes to the Financial Statements
for the year ended June 30, 2014

(g) Employee Pension Plans

Employees of the College participate in the following pension plans:

Multi-Employer Defined Benefit Plans

The College's employees participate in one of the following multi-employer defined benefit plans:

- i) Teachers who hold a valid certificate of qualifications or other authorization from the Ministry of Education participate in either the retirement plan of the Saskatchewan Teachers' Retirement Plan (STRP) or Saskatchewan Teachers' Superannuation Plan (STSP). The College's obligation for these plans is limited to collecting and remitting contributions of the employees at rates determined by the plans.
- ii) Other employees participate in the Municipal Employees' Pension Plan (MEPP). In accordance with PSA standards, the plan is accounted for as a defined contribution plan whereby the College's contributions are expensed when due.

(h) Revenue Recognition

Revenues are recorded on the accrual basis. Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues, provided the amount to be received can be reasonably estimated and collection is reasonably assured.

The College's major sources of revenue include the following:

- i) **Government Transfers (Grants)**
Grants from governments are considered to be government transfers. Government transfers are recognized as revenues when the transfer is authorized, all eligibility criteria have been met, the amount can be estimated and collection is reasonably assured except when, and to the extent, stipulations by the transferor give rise to an obligation that meets the definition of a liability.
- ii) **Fees and Services**
Revenues from tuition fees and other services are recognized in the year they are earned. Amounts that are restricted pursuant to legislation, regulation or agreements with external parties that may only be used in the conduct of certain programs or in the delivery of specific services and transactions are initially recorded as deferred revenue and subsequently recognized as revenue in the fiscal year the related expenses are incurred or services are performed.

PARKLAND REGIONAL COLLEGE

Notes to the Financial Statements for the year ended June 30, 2014

iii) **Interest Income**

Interest is recognized on an accrual basis when it is earned.

iv) **Other (Non-Government Transfer) Contributions**

Unrestricted contributions are recognized as revenue in the year received or in the year the funds are committed to the College if the amount can be reasonably estimated and collection is reasonably assured. Externally restricted contributions are contributions for which the contributor has placed restrictions on the use of the resources. Externally restricted contributions that are to be held in perpetuity are recognized as revenue in the year in which they are received or committed if the amount can be reasonably estimated and collection is reasonably assured. Externally restricted contributions that are not held in perpetuity are deferred until the resources are used for the purpose specified, at which time the contributions are recognized as revenue. In-kind contributions are recorded at their fair value when they are received.

(i) **Expenses**

Expenses are reported on an accrual basis. The cost of all goods consumed and services received during the year is expensed.

(j) **Contingent liabilities**

Contingent liabilities are potential liabilities which may become actual liabilities when one or more future events occur or fail to occur. To the extent that the future event is likely to occur or fail to occur, and a reasonable estimate of the loss can be made, an estimated liability is accrued and an expense recorded. If the likelihood is not determinable or an amount cannot be reasonably estimated, the contingency is disclosed in the notes to the financial statements.

3. CASH AND CASH EQUIVALENTS

Due to the short-term nature of the investments, market value of cash and cash equivalents approximates cost.

	June 30 2014	June 30 2013
Cash and bank deposits	\$ 2,884,697	\$ 3,915,076
Cash and cash equivalents	\$ 2,884,697	\$ 3,915,076

4. ACCOUNTS RECEIVABLE

All accounts receivable presented on the statement of financial position are net of any valuation allowances for doubtful accounts.

PARKLAND REGIONAL COLLEGE

Notes to the Financial Statements for the year ended June 30, 2014

	June 30 2014	June 30 2013
Provincial government:	\$ -	\$ -
Advanced Education/Economy	\$ 796,964	\$ 727,386
Other	\$ 41,000	\$ -
Federal government	\$ 218,100	\$ 69,221
Other receivables	\$ 745,440	\$ 467,700
	\$ 1,801,504	\$ 1,264,308
Less: Allowance for doubtful accounts	\$ (3,115)	\$ (8,431)
Accounts receivable, net of allowances	\$ 1,798,389	\$ 1,255,877

5. PORTFOLIO INVESTMENTS

	June 30 2014		June 30 2013	
Portfolio Investments in the fair value category:	<u>Cost</u>	<u>Fair Value</u>	<u>Cost</u>	<u>Fair Value</u>
Provincial Government Bonds	\$ 581,263	\$ 584,476	\$ 506,310	\$ 517,860
Credit Union Shares	5	5	5	5
Total portfolio investments reported at fair value	581,268	584,481	506,315	517,865
Total portfolio investments	\$ 584,481		\$ 517,865	

6. ACCRUED SALARIES AND BENEFITS

	June 30 2014	June 30 2013
Accrued Salaries	\$ 86,431	\$ 182,295
Accrued Vacation	291,570	269,429
Accrued salaries and benefits	\$ 378,002	\$ 451,724

PARKLAND REGIONAL COLLEGE
Notes to the Financial Statements
for the year ended June 30, 2014

7. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	June 30 2014	June 30 2013
Accounts payable	\$ 1,800,393	\$ 356,426
Scholarships	33,349	35,406
Other	23,105	18,827
Accounts payable and accrued liabilities	\$ 1,856,847	\$ 410,658

8. DEFERRED REVENUE

	June 30 2013	Addition during the year	Revenue recognized in the year	June 30 2014
Other deferred revenue:				
<i>Student tuitions</i>	\$ 335,253	\$ 184,565	\$ 335,253	\$ 184,565
<i>Other</i>	122,265	19,445	122,265	19,445
	457,518	204,010	457,518	204,010
Deferred revenue	\$ 457,518	\$ 204,010	\$ 457,518	\$ 204,010

9. LIABILITY FOR EMPLOYEE FUTURE BENEFITS

The College provides certain post-employment, compensated absence and termination benefits to its employees. These benefits include accumulating non-vested sick leave. Significant assumptions include the discount rates based on the Saskatchewan provincial bond yields with similar maturities at the respective disclosure dates. The liability associated with these benefits is calculated as the present value of expected future payments pro-rated for service and is recorded as Liability for Employee Future Benefits in the statement of financial position.

Details of the employee future benefits are as follows:

	June 30 2014	June 30 2013
Actuarial valuation date	30-Jun-13	30-Jun-13
Long-term assumptions used:		
Salary escalation rate (percentage)	1.75%	2.00%
Discount rate (percentage)	2.80%	2.80%
Inflation rate (percentage)	Nil	Nil
Expected average remaining service life (years)	8.75	8.75

PARKLAND REGIONAL COLLEGE
Notes to the Financial Statements
for the year ended June 30, 2014

	June 30 2014	June 30 2013
Liability for Employee Future Benefits		
Accrued Benefit Obligation - beginning of year	\$ 236,300	\$ 231,300
Current period benefit cost	46,300	45,700
Interest cost	6,700	5,600
Benefit payments	(39,000)	(41,300)
Actuarial gains / Losses	-	(5,000)
Plan Amendments	-	-
Accrued Benefit Obligation - end of year	250,300	236,300
Unamortized Net Actuarial Gains / Losses	(3,100)	(3,500)
Liability for Employee Future Benefits	\$ 247,200	\$ 232,800

	June 30 2014	June 30 2013
Employee Future Expense		
Current period benefit cost	\$ 46,300	\$ 45,700
Amortization of net actuarial gain / loss	400	900
Plan amendments	-	-
Benefit cost	46,700	46,600
Interest cost on unfunded employee future benefits obligation	6,700	5,600
Total Employee Future Benefits Expense	\$ 53,400	\$ 52,200

10. LONG-TERM DEBT

	June 30 2014	June 30 2013
Details of Long-Term Debt:		
Capital Loans:	-	-
	-	-
Other Long-Term Debt:		
Capital Leases RCAP Leasing - VOIP	55,809	-
Other LT Debt	-	-
	55,809	-
Total Long Term Debt	\$ 55,809	\$ -

Principal repayments over the next 5 years are estimated as follows:				
	Capital Loans	Capital Leases	Other LT Debt	Total
2015	\$ -	\$ 47,836	\$ -	\$ 47,836
2016	-	7,973	-	7,973
2017	-	-	-	-
2018	-	-	-	-
2019	-	-	-	-
Thereafter	-	-	-	-
Total	\$ -	\$ 55,809	\$ -	\$ 55,809

PARKLAND REGIONAL COLLEGE
Notes to the Financial Statements
for the year ended June 30, 2014

Principal and interest payments on the long-term debt are as follows					
	Capital			2014	2013
	Capital Loans	Leases	Other LT Debt		
Principal	\$ -	\$ 39,864	\$ -	\$ 39,864	\$ -
Interest	-	-	-	-	-
Total	\$ -	\$ 39,864	\$ -	\$ 39,864	\$ -

11. TANGIBLE CAPITAL ASSETS

	Land	Buildings	Furniture and Equipment	Computer Hardware	System Development	Vehicles	Leasehold Improv	Work in Progress	2014	2013
Tangible Capital Assets - at Cost:										
Opening Balance at Start of Year	\$ 14,000	\$ 6,908,783	\$ 239,566	\$ 387,731	\$ 89,326	\$ 89,927	\$ 24,765	\$ -	\$ 7,754,097	\$ 7,595,268
Additions/Purchases	-	-	-	66,778	95,673	-	-	2,831,254	2,993,705	158,829
Disposals	-	-	-	-	-	-	-	-	-	-
Write-Downs	-	-	-	-	-	-	-	-	-	-
Transfers to (from)	-	-	-	-	-	-	-	-	-	-
Closing Balance at End of Year	14,000	6,908,783	239,566	454,509	184,999	89,927	24,765	2,831,254	10,747,802	7,754,097
Tangible Capital Assets - Amortization:										
Opening Balance at Start of Year	-	3,491,288	159,578	311,618	37,985	54,527	19,574	-	4,074,571	3,574,820
Amortization for the Period	-	345,325	18,750	74,575	57,561	11,800	2,477	-	510,488	499,752
Disposals	-	-	-	-	-	-	-	-	-	-
Write-Downs	-	-	-	-	-	-	-	-	-	-
Closing Balance at End of Year	N/A	3,836,613	178,329	386,193	95,547	66,327	22,051	N/A	4,585,059	4,074,572
Net Book Value:										
Opening Balance at Start of Year	14,000	3,417,495	79,987	76,113	51,340	35,400	5,191	-	3,679,527	4,020,448
Closing Balance at End of Year	14,000	3,072,170	61,237	68,316	89,452	23,600	2,714	2,831,254	6,162,742	3,679,526
Change in Net Book Value	\$ -	\$ (345,325)	\$ (18,750)	\$ (7,797)	\$ 38,112	\$ (11,800)	\$ (2,477)	\$ 2,831,254	\$ 2,483,216	\$ (340,922)

12. PREPAID EXPENSES

	June 30 2014	June 30 2013
Insurance	\$ 29,738	\$ 29,805
Rent	19,158	22,827
Program Costs	26,199	160,014
Prepaid expenses	\$ 75,095	\$ 212,646

13. EMPLOYEE PENSION PLANS

Multi-Employer Defined Benefit Plans

Information on the multi-employer pension plans to which the College contributes is as follows:

- i) Saskatchewan Teachers' Retirement Plan (STRP) or Saskatchewan Teachers' Superannuation Plan (STSP);

PARKLAND REGIONAL COLLEGE

Notes to the Financial Statements for the year ended June 30, 2014

The STRP and STSP provide retirement benefits based on length of service and pensionable earnings.

The STRP and STSP are funded by contributions by the participating employee members and the Government of Saskatchewan. The College's obligation to the STRP and STSP is limited to collecting and remitting contributions of the employees at rates determined by the plans. Accordingly, these financial statements do not include any expense for employer contributions to these plans. Net pension assets or liabilities for these plans are not reflected in these financial statements as ultimate responsibility for retirement benefits rests with the Saskatchewan Teachers' Federation for the STRP and with the Government of Saskatchewan for the STSP.

Details of the contributions to these plans for the College's employees are as follows:

	2014			2013
	STRP	STSP	TOTAL	TOTAL
Number of active College members	14	3	17	19
Member contribution rate (percentage of salary)				
Integrated rate	7.80%	6.05%		7.80% / 6.05%
Non-integrated rate	10.00%	7.85%		10.00% / 7.85%
Member contributions for the year	\$ 93,814	\$ 14,524	\$ 108,338	\$ 108,847

ii) Municipal Employees' Pension Plan (MEPP)

The MEPP provides retirement benefits based on length of service and pensionable earnings.

The MEPP is funded by employer and employee contributions at rates set by the Municipal Employees' Pension Commission.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and the adequacy of plan funding. Any actuarially determined deficiency is the responsibility of the participating employers and employees which could affect future contribution rates and/or benefits.

The contributions to the MEPP by the participating employers are not segregated in separate accounts or restricted to provide benefits to the employees of a particular employer. As a result, individual employers are not able to identify their share of the underlying assets and liabilities, and the net pension assets or liabilities for this plan are not recognized in these financial statements. In accordance with PSA standards, the plan is accounted for as a defined contribution plan whereby the College's contributions are expensed when due.

PARKLAND REGIONAL COLLEGE
Notes to the Financial Statements
for the year ended June 30, 2014

Details of the MEPP are as follows:

	2014	2013
Number of active College members	102	95
Member contribution rate (percentage of salary)	8.15%	8.15%
College Contribution rate (percentage of salary)	8.15%	8.15%
Member contributions for the year	\$ 363,138	\$ 313,417
College contributions for the year	\$ 363,138	\$ 313,417

14. RISK MANAGEMENT

The College is exposed to financial risks from its financial assets and liabilities. These risks include credit risk, liquidity risk and market risk consisting of interest rate risk.

i) Credit Risk

Credit risk is the risk to the College from potential non-payment of accounts receivable. The credit risk related to the College's receivables from the provincial government, federal government and their agencies are considered to be minimal. For other receivables, the College has adopted credit policies which include the analysis of the financial position of its customers and the regular review of their credit limits in order to reduce its credit risk and close monitoring of overdue accounts. The College does not have significant exposure to any individual customer. Management reviews accounts receivable on a case by case basis to determine if a valuation allowance is necessary to reflect an impairment in collectability.

The aging of accounts receivable at June 30, 2014 and June 30, 2013 was:

	June 30, 2014		June 30, 2013	
	Accounts Receivable	Allowance of Doubtful Accounts	Accounts Receivable	Allowance of Doubtful Accounts
Current	\$ 1,068,593	\$ -	\$ 811,503	\$ -
0-30 days	284,505	-	306,935	-
30-60 days	13,023	-	14,400	-
60-90 days	256,949	-	2,631	-
Over 90 days	178,434	3,115	128,839	8,431
Total	\$ 1,801,504	\$ 3,115	\$ 1,264,308	\$ 8,431
Net		\$ 1,798,389		\$ 1,255,877

ii) Liquidity Risk

Liquidity risk is the risk that the College will not be able to meet its financial obligations as they come due. The College manages liquidity risk by maintaining adequate cash balances, budget practices and monitoring and forecasts. The following table sets out the contractual maturities of the College's financial liabilities:

PARKLAND REGIONAL COLLEGE

Notes to the Financial Statements for the year ended June 30, 2014

	June 30, 2014			
	Within	6 months		
	6 months	to 1 year	1 to 5 years	> 5 years
Bank Indebtedness	\$ -	\$ -	\$ -	\$ -
Accrued salaries and benefits	86,432	291,570	-	-
Accounts payable and accrued liabilities	1,856,847	-	-	-
Long-term debt	23,918	23,918	7,973	-
Total	\$ 1,967,197	\$ 315,488	\$ 7,973	\$ -

iii) Market Risk

The College is exposed to market risks with respect to interest rates as follows:

Interest Rate Risk:

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The College's interest rate exposure relates to cash and cash equivalents and portfolio investments. The College also has an authorized bank line of credit of \$200,000 with interest payable annually at a rate of prime less 0.60%. Changes in the bank's prime rate can cause fluctuation in interest payments and cash flows. There was no balance outstanding on this credit facility as of June 30, 2014.

The College minimizes these risks by:

- holding cash in an account at a Canadian bank, denominated in Canadian currency
- investing in provincial government bonds where interest rates minimally fluctuate
- managing cash flows to minimize utilization of its bank line of credit

15. BUDGET FIGURES

Budget figures included in the financial statements were approved by the Board on April 23, 2013 and the Minister of Advanced Education on June 27, 2013.

16. RELATED PARTIES

These financial statements include transactions with related parties. The College is related to all Government of Saskatchewan ministries, agencies, boards, school divisions, health authorities, colleges and crown corporations under the common control of the Government of Saskatchewan. The College is also related to non-Crown enterprises that the Government jointly controls or significantly influences. In addition, the College is related to other non-Government organizations by virtue of its economic interest in these organizations.

PARKLAND REGIONAL COLLEGE

Notes to the Financial Statements for the year ended June 30, 2014

Related Party Transactions:

Transactions with these related parties are in the normal course of operations. Amounts due to or from and the recorded amounts of transactions resulting from these transactions are included in the financial statements and the table below.

	June 30 2014	June 30 2013
Revenues:		
Ministry of Advanced Education/Economy		
Operating	\$ 7,254,755	\$ 7,461,232
Capital	20,000	1,125,000
586073 Saskatchewan Ltd.	53,370	24,771
	\$ 7,328,125	\$ 8,611,003
Expenses:		
Saskatchewan Institute of Applied Science and Technology	\$ 615,201	\$ 497,945
University of Saskatchewan	141,957	178,366
University of Regina	111,170	206,363
SaskTel	79,021	71,581
SaskPower and Sask Energy	18,526	13,643
Saskatchewan Central Services	102,647	105,708
586073 Saskatchewan Ltd.	11,297	60,597
	\$ 1,079,820	\$ 1,134,203

In addition, the College pays Provincial Sales Tax to the Saskatchewan Ministry of Finance on all its taxable purchases and customer sales on items that are deemed taxable. Taxes paid are recorded as part of the cost of those purchases.

The College receives long distance telephone services between major centers from SaskTel, a related party, at reduced rates available to Government agencies.

17. INVESTMENT IN GOVERNMENT BUSINESS ENTERPRISE

The College has invested \$175,000 to purchase all of the shares of 586073 Saskatchewan Ltd., operating as Western Trade Training Institute (WTTI). WTTI has a protocol agreement with Saskatchewan Apprenticeship to apprentice and upgrade training for crane and hoist operator trades and sub trades. The College's investment in the business enterprise is comprised of the following:

PARKLAND REGIONAL COLLEGE

**Notes to the Financial Statements
for the year ended June 30, 2014**

Equity in 586073 Saskatchewan Ltd.

	June 30 2014	June 30 2013
Equity at beginning of year	\$ 175,000	\$ 175,000
Net Income (loss) for the year	-	-
Equity at end of year	\$ 175,000	\$ 175,000

Condensed financial information for 586073 Saskatchewan Ltd.:

	July 31 2014	July 31 2013
Current assets	\$ 101,523	\$ 207,387
Non-current assets	\$ -	175,000
Total assets	\$ 101,523	\$ 382,387
Current Liabilities	2,979	102,097
Long-term Liabilities	-	-
Equity	98,544	280,290
Total Liabilities and equity	\$ 101,523	\$ 382,387
Revenues	\$ 349,806	\$ 353,044
Expenses	251,362	270,025
Net income (loss) for the year	\$ 98,444	\$ 83,019

The financial information of WTTI has not been audited.

18. ACCUMULATED SURPLUS

Accumulated surplus represents the financial assets and non-financial assets of the College less liabilities. This represents the accumulated balance of net surplus arising from the operations of the College and accumulated net remeasurement gains and losses.

Certain amounts of the accumulated operating surplus, as approved by the Board, have been designated for specific future purposes including capital projects. These internally restricted amounts are included in the accumulated surplus presented in the statement of financial position.

The College does not maintain separate bank accounts for the internally restricted amounts.

PARKLAND REGIONAL COLLEGE

Notes to the Financial Statements for the year ended June 30, 2014

Details of accumulated surplus are as follows:

	June 30 2013	Additions during the year	Reductions during the year	June 30 2014
Invested in Tangible Capital Assets:				
Net Book Value of Tangible Capital Assets	\$ 3,679,526	\$ 2,993,705	\$ 510,488	\$ 6,162,742
Less: Debt owing on Tangible Capital Assets	-	55,809	-	55,809
	3,679,526	2,937,896	510,488	6,106,933
Internally Restricted Operating Surplus				
Capital projects:				
Designated to tangible capital asset expenditures:				
Trades & Technology Centre	2,928,405	1,179,194	2,831,254	1,276,345
Technology Purchases	38,135	28,643	66,778	-
Staff Contingency	115,469	-	115,469	-
Facility Development	88,936	-	88,936	-
Program Development	38,291	-	38,291	-
586073 Sask Ltd. Investment	175,000	-	-	175,000
Scholarship Funds:				
Good Spirit REDA Scholarship Fund	12,668	-	1,500	11,168
Entrance Scholarship Fund	4,692	6,850	3,750	7,792
Staff Scholarship Fund	1,207	2,895	1,500	2,602
Golf Tournament Scholarship Fund	43,773	44,994	31,954	56,813
Clay Serby Scholarship Fund	3,214	-	1,000	2,214
International Fundraiser Scholarship Fund	100	-	100	-
Internal Scholarship Fund	1,214	30,502	28,550	3,165
TD Bank Scholarship Fund	5,000	5,000	5,000	5,000
Yorkton Tribal Council Scholarship	-	150,000	8,057	141,943
Total Restricted Scholarship Funds	71,868	240,240	81,411	230,696
Total Internally Restricted Funds	3,456,104	1,448,078	3,222,139	1,682,043
Internally Restricted Funds by Government of Saskatchewan				
Preventive Maintenance and Renewal (PMR)	57,660	20,000	39,864	37,797
Adult Basic Education Conditional Grant	234,457	212,490	234,457	212,490
Adult Basic Education On-Reserve Grant	100,688	101,800	100,688	101,800
Adult Basic Education Online Grant	-	75,000	-	75,000
Early Childhood Education Grant	40,531	34,917	40,531	34,917
English as a Second Language Grant	21,375	21,588	21,375	21,588
Skills Training Allocation Grant	459,489	380,862	459,489	380,862
Literacy Carryforward	6,354	-	6,354	-
Hospitality & Tourism Carryforward	4,602	-	4,602	-
Older Worker Program Carryforward	49,532	-	49,532	-
Applied Research Carryforward	12,889	2,748	12,889	2,748
Ag Operator Carryforward	-	34,026	-	34,026
Total Internally Restricted Funds by Government of Saskatchewan	987,577	883,431	969,781	901,227
Total Restricted Funds	4,443,681	2,331,508	4,191,919	2,583,270
Unrestricted Operating & Surplus	80,082	2,389,706	2,221,454	248,334
Total Accumulated Surplus from Operations	8,203,289	7,659,111	6,923,862	8,938,537
Total Accumulated Surplus	\$ 8,203,289	\$ 7,659,111	\$ 6,923,862	\$ 8,938,537

The purpose and nature of each Internally Restricted Surplus amount is as follows:

- Scholarships include funds designated for the purpose of awarding scholarships to students of the College
- Capital projects include future funds for the development of the Trades & Technology Centre

PARKLAND REGIONAL COLLEGE
Notes to the Financial Statements
for the year ended June 30, 2014

19. CONTRACTUAL OBLIGATIONS AND COMMITMENTS

Significant contractual obligations and commitments of the College are as follows:

- operating and capital lease obligations, as follows:
- Instructional Facilities
 - Treaty # Four Governance Centre, Fort Qu'Appelle, Saskatchewan, under a year to year agreement. The agreement covers use of the facility and grounds with annual rental of \$50,512. The agreement contains an option to renew at the end of the initial lease term.
- Offices
 - Administration office and classrooms located in the Melville Comprehensive School, Melville, Saskatchewan, under a ten year lease which expires August 31, 2017. Terms of the lease require Parkland Regional College to pay for its proportional share of the operating costs of the building.
 - Branch office and classrooms, Canora, Saskatchewan, located in the Canora Town Office under a five year lease agreement which expires August 31, 2015. Terms of the lease provide for annual payment of \$12,000 plus applicable taxes.
 - Branch office, and two classrooms, Kamsack, Saskatchewan, located in the Crowstand, under lease agreement that expires June 30, 2016. Terms of the lease provide for monthly rental of \$1,407 plus applicable taxes.
 - Branch office space, Yorkton, Saskatchewan, located at 32 Smith Street, under a five year lease agreement that expires September 30, 2015. Terms of the lease provide for annual payment of \$54,840 plus applicable taxes.
- Equipment
 - Toshiba Business Solutions covering eight photocopiers at various locations until June 2015. Terms of the lease call for annual rental payments of \$27,679 plus applicable taxes.
 - RCAP Leasing Inc. covering one photocopier located at Yorkton location until May 2016. Terms of the lease call for monthly rental payments of \$392 plus applicable taxes.

PARKLAND REGIONAL COLLEGE
Notes to the Financial Statements
for the year ended June 30, 2014

- Vehicles
 - Toyota Canada, two Toyota Camry vehicles and one Toyota Sienna have been leased for a five year term ending June 2016. Monthly lease payments for the three vehicles total \$1,078 plus applicable taxes.

	Operating Leases				Capital Leases	
	Office Rental	Copier Leases	Vehicles	Total Operating	RCAP Leasing VOIP	Total Capital
Future minimum lease payments:						
2015	\$ 134,236	\$ 32,383	\$ 12,936	\$ 179,555	\$ 47,836	\$ 47,836
2016	32,594	4,312	12,936	49,842	7,973	7,973
2017	-	-	-	-	-	-
2018	-	-	-	-	-	-
2019	-	-	-	-	-	-
Thereafter	-	-	-	-	-	-
	166,830	36,695	25,872	229,397	55,809	55,809
Interest and executory costs	-	-	-	-	N/A	N/A
Total Lease Obligations	\$ 166,830	\$ 36,695	\$ 25,872	\$ 229,397	\$ 55,809	\$ 55,809

- Good Spirit School Division
 - The College has negotiated a 10 year operating agreement with the Good Spirit School Division. The agreement specifies the cost – sharing of utility, insurance and maintenance costs, based on square footage occupied by the College. The agreement, effective September 1, 2013, is reviewed annually, and adjusted for increases/decreases in costs, square footage, and services provided. After five (5) years the school division reserves the right to withdraw the division owned space from the agreement, with one year's notice, if operational needs require.
- Open Door Technology Inc.
 - Annual maintenance on Navision Software at approximately \$2,311 including taxes.

20. CONTINGENT LIABILITIES

A union representing employees of an employer unrelated to the College has applied by Notice of Motion for an order quashing purported decisions of the Municipal Employees Pension Plan, relating to the application of actuarial surplus in the fund, as well as other relief. Several participating employers, including the College have been named.

The outcome of the above action is not determinable as at the date of reporting and accordingly, no provision has been made in these financial statements for any liability that may result.

VIII. Schedule of Revenues & Expenses by Function

Schedule 1

Parkland Regional College
Schedule of Revenues and Expenses by Function
for the year ended June 30, 2014

	General	2014 Actual				2014				2013	
		Skills Training		Basic Education		Services		University		2014	
		Credit	Non-credit	Credit	Non-credit	Leamer Support	Counsel	Credit	Development	Total	Actual
Revenues (Schedule 2)											
Provincial government	\$ 3,000,414	\$ 2,048,528	\$ 192,101	\$ 1,213,763	\$ 427,508	\$ 324,384	\$ -	\$ -	\$ -	\$ 7,274,755	\$ 8,586,232
Federal government	695,633	1,448,385	1,220,979	879,490	300,320	42,094	96,228	479,196	234,201	300,320	1,220,549
Other	3,896,247	3,496,893	1,413,081	2,093,253	837,436	366,478	98,228	479,196	1,179,348	6,379,339	6,699,725
Total Revenues										13,954,414	13,401,231
Expenses (Schedule 3)											
Agency contracts	86,565	684,769	500,209	323	11,316	-	-	333,861	-	1,616,842	\$ 1,536,924
Amortization	510,488	-	-	-	-	-	-	-	-	510,488	510,000
Equipment	165,784	76,950	55,233	13,215	-	-	-	3,641	-	499,752	499,752
Facilities	373,875	41,667	43,644	17,461	19,922	-	-	2,180	-	315,823	233,948
Information technology	83,683	110,372	19,149	57,085	12,168	-	-	1,157	-	498,748	258,384
Operating	899,392	599,898	206,442	57,085	165,552	1,353	21,960	13,454	152	2,115,519	683,720
Personal services	3,632,414	1,832,052	301,942	1,216,726	793,603	146,459	228,172	1,110	-	140,515	171,618
	5,737,202	3,145,718	1,108,470	1,323,959	1,002,549	147,612	248,132	365,603	152	7,951,089	1,895,975
Total Expenses										13,219,166	7,308,196
Surplus (Deficit) for the year										\$ 735,248	\$ 1,093,035

IX. Schedule of Revenues by Function

Schedule 2

Parkland Regional College
Schedule of Revenues by Function
for the year ended June 30, 2014

	2014 Revenues Actual				University Credit	Scholarships	Development	2014 Total Revenues Actual		2014 Total Revenues Budget	2013 Total Revenues Actual
	General	Skills Training	Basic Education	Non-credit				Leamer Support	Services Counsel		
		Credit	Non-credit	Credit							
Provincial Government											
Advanced Education											
Economic Development											
Operating grants	\$ 2,980,414	\$ 17,857	\$ -	\$ 50,346	\$ -	\$ -	\$ -	\$ 256,884	\$ -	\$ 3,772,417	\$ 2,973,711
Program grants	20,000	1,553,934	-	1,163,417	-	-	-	-	-	1,903,320	3,690,215
Capital grants	3,000,414	1,571,791	-	1,213,763	-	-	-	256,884	-	4,816,000	125,000
Contracts	-	476,738	192,101	-	-	-	-	67,500	-	10,493,737	6,788,928
Other	3,000,414	2,048,528	192,101	1,213,763	-	-	-	324,384	-	1,370,226	681,028
Other provincial	-	-	-	-	-	-	-	-	-	386,226	87,727
Total Provincial	3,000,414	2,048,528	192,101	1,213,763	-	-	-	324,384	-	12,250,190	7,557,882
								68,057	-	26,285	1,028,551
								68,057	-	12,276,475	8,586,232
Federal Government											
Operating grants	-	-	-	-	-	-	-	-	-	-	-
Program grants	-	-	-	-	-	-	-	-	-	950,000	9,206
Capital grants	-	-	-	-	-	-	-	-	-	950,000	-
Other Federal	-	-	-	-	-	-	-	-	-	270,549	106,068
Total Federal	-	-	-	-	-	-	-	-	-	300,320	115,274
										1,220,549	-
Other Revenue											
Admin recovery	49,104	326,175	-	760,295	-	-	-	-	-	16,844	-
Contracts	37,643	-	-	-	-	-	-	-	-	2,180,055	1,947,466
Interest	10,918	-	-	-	-	-	-	-	-	30,000	35,382
Rents	6,131	183,038	-	1,830	-	-	-	60	-	10,978	22,453
Resale items	499,180	918,811	729,502	12,490	-	-	-	-	-	414,196	251,197
Tuition	-	-	-	-	-	-	-	-	-	3,773,520	2,253,183
Donations	-	-	-	-	-	-	-	-	-	1,349,520	681,291
Other	92,858	20,341	3,038	104,875	-	-	-	42,034	51,208	574,519	199,639
Total Other	695,833	1,445,365	1,220,979	879,490	-	-	-	42,064	96,228	7,693,725	6,699,725
Total Revenues	\$ 3,696,247	\$ 3,495,893	\$ 1,413,081	\$ 2,093,253	\$ -	\$ 368,478	\$ 96,228	\$ 388,478	\$ 96,228	\$ 21,190,749	\$ 15,401,231

X. Schedule of Expenses by Function

Schedule 3

Parkland Regional College
Schedule of Expenses by Function
for the year ended June 30, 2014

	General (Schedule 4)	Skills Training		Basic Education		2014 Expenses Actual		University Scholarships	Development	2014 Total Expenses Actual	2013 Total Expenses Actual
		Credit	Non-credit	Credit	Non-credit	Learner Support	Services Counsel				
Agency Contracts											
Contracts	\$ 86,565	\$ 684,769	\$ 500,209	\$ 323	\$ 11,315	\$ -	\$ 333,661	\$ -	\$ -	\$ 1,880,268	\$ 1,535,924
Instructors	-	684,769	500,209	323	11,315	-	333,661	-	-	2,508,678	1,535,924
Amortization											
Equipment	510,488	-	-	-	-	-	-	-	-	510,000	499,752
Equipment (non-capital)	4,469	5,436	-	10,773	-	-	-	-	-	5,000	339
Rental	109,152	70,201	54,916	-	-	-	3,641	-	-	218,551	183,034
Repairs and maintenance	52,184	1,313	1,318	2,442	-	-	-	-	-	57,237	50,576
Facilities	165,784	76,950	56,233	13,215	-	-	3,641	-	-	34,833	233,948
Building supplies	17,466	338	-	-	-	-	-	-	-	256,384	-
Grounds	9,588	1,078	1,281	-	-	-	-	-	-	5,000	339
Janitorial	23,594	-	-	-	80	-	-	-	-	234,268	183,034
Rental	252,354	30,839	32,699	17,461	19,862	-	2,180	-	-	30,300	17,286
Repairs & maintenance buildings	52,698	-	74	-	-	-	-	-	-	355,395	313,206
Utilities	18,176	9,412	9,591	-	-	-	-	-	-	537,008	430,390
	373,875	41,667	43,644	17,461	19,922	-	2,180	-	-	52,771	49,390
										37,178	22,416
										32,160	436,717
										683,720	-
Information Technology											
Computer services	10,067	9,741	-	-	-	-	-	-	-	19,807	70,000
Data communications	22,528	57,077	-	2,811	8,067	-	1,157	-	-	11,300	19,523
Equipment (non-capital)	(8)	-	-	-	-	-	-	-	-	(8)	-
Materials & supplies	36,096	43,554	-	16,338	4,091	-	-	-	-	9,710	5,030
Rental	68,683	110,372	-	19,149	12,158	-	1,157	-	-	4,400	46,853
Repairs & maintenance buildings										45,105	-
Software (non-capital)										140,515	171,618
Operating											
Advertising	127,794	91,400	6,602	5,180	8,650	-	2,333	-	-	192,625	206,782
Association fees & dues	52,560	-	-	100	475	-	-	-	-	53,134	35,249
Bad debts	(3,935)	-	-	-	-	-	-	-	-	(3,935)	3,000
Financial services	39,871	-	-	-	-	-	-	-	152	8,341	46,040
In-service (includes PD)	35,082	10,225	-	774	1,344	-	1,080	-	-	41,323	48,935
Insurance	37,544	1,885	4,179	-	-	-	-	-	-	116,675	48,935
Materials & supplies	136,315	236,610	94,994	29,919	819	9,189	5,139	9,954	-	43,608	32,698
Postage, freight & courier	18,875	12,413	318	141	1,136	77	42	-	-	549,239	488,545
Printing & copying	11,491	-	-	153	-	-	23	-	-	33,025	38,420
Professional services	203,269	5,802	52,259	9,850	70,426	-	1,832	-	-	14,031	14,792
Resale items	10,682	214,864	37,588	-	7,775	-	1,774	-	-	343,880	508,031
Subscriptions	3,269	-	-	-	-	-	-	-	-	272,683	407,790
Telephone & fax	70,932	1,410	2,078	3,228	(183)	33	-	-	-	3,269	1,326
Travel	155,642	25,290	8,272	7,892	47,221	402	2,321	-	-	77,563	69,288
Other	899,391	599,898	206,442	57,085	165,552	-	139,414	-	-	258,276	221,143
										368,763	-
										139,414	-
										2,402,125	1,895,975
Personal Services											
Employee benefits	501,689	189,812	45,336	98,216	87,243	-	440	-	-	984,627	875,306
Honoraria	15,779	763	100	53,780	400	-	-	-	-	70,521	176,805
Salaries	3,068,657	1,441,488	256,207	1,115,386	628,236	-	1,271	-	-	7,101,096	6,343,229
Other	26,290	-	-	3,025	24,344	-	-	-	-	53,659	43,551
	3,632,414	1,632,062	301,942	1,216,726	793,603	-	1,710	-	-	8,776,968	7,308,196
Total Expenses	\$ 5,137,201	\$ 3,145,718	\$ 1,108,470	\$ 1,323,959	\$ 1,002,549	\$ 355,603	\$ 149,368	\$ 152	\$ 13,219,166	\$ 15,280,390	\$ 12,062,128

XI. Schedule of General Expenses

Schedule 4

Parkland Regional College Schedule of General Expenses by Functional Area for the year ended June 30, 2014

	2014 General Actual				2014 Total General Actual	2014 Total General Budget	2013 Total General Actual
	Governance	Operating and Administration	Facilities and Equipment	Information Technology			
Agency Contracts							
Contracts	\$ -	\$ 86,565	\$ -	\$ -	\$ 86,565	\$ 156,000	\$ 62,012
Instructors	-	-	-	-	-	487,500	-
	-	86,565	-	-	86,565	643,500	62,012
Amortization	-	510,488	-	-	510,488	510,000	499,752
Equipment							
Equipment (non-capital)	-	-	4,469	-	4,469	4,500	339
Rental	-	-	109,152	-	109,152	105,351	111,183
Repairs and maintenance	-	-	52,164	-	52,164	34,333	48,963
	-	-	165,784	-	165,784	144,184	160,486
Facilities							
Building supplies	-	-	17,466	-	17,466	23,700	19,403
Grounds	-	-	9,588	-	9,588	4,312	2,423
Janitorial	-	-	23,594	-	23,594	20,100	17,286
Rental	-	19	252,335	-	252,354	310,038	242,822
Repairs & maintenance buildings	-	-	52,698	-	52,698	53,240	49,390
Utilities	-	-	18,176	-	18,176	23,160	18,992
	-	19	373,856	-	373,875	434,550	350,316
Information Technology							
Computer services	-	10,067	-	-	10,067	30,500	32,884
Data communications	-	-	-	-	-	-	-
Equipment (non-capital)	1,891	3,173	15,195	2,270	22,528	-	-
Materials & supplies	-	-	-	-	-	-	-
Rental	-	-	(8)	-	(8)	-	-
Repairs & maintenance buildings	-	-	-	-	-	-	-
Software (non-capital)	4,826	-	-	31,270	36,096	25,105	26,421
	6,717	13,239	15,187	33,539	68,683	55,605	59,305
Operating							
Advertising	-	127,794	-	-	127,794	98,150	107,112
Association fees & dues	50,030	2,530	-	-	52,560	75,150	34,419
Bad debts	-	(3,935)	-	-	(3,935)	3,000	8,341
Financial services	-	39,872	-	-	39,872	40,000	45,981
In-service (includes PD)	-	26,302	-	8,780	35,082	58,059	26,214
Insurance	-	-	37,544	-	37,544	30,250	35,903
Materials & supplies	-	35,090	74,349	26,877	136,315	130,725	105,775
Postage, freight & courier	-	478	18,361	35	18,875	16,710	24,609
Printing & copying	-	11,491	-	-	11,491	24,000	14,130
Professional services	-	203,269	-	-	203,269	137,500	152,847
Resale items	-	10,682	-	-	10,682	11,000	10,762
Subscriptions	-	2,618	651	-	3,269	1,650	1,326
Telephone & fax	-	12,968	57,964	-	70,932	66,735	62,600
Travel	53,407	98,180	1,828	2,227	155,642	160,523	148,436
Other	-	-	-	-	-	-	-
	103,437	567,340	190,696	37,919	899,392	853,452	778,454
Personal Services							
Employee benefits	-	445,460	30,388	25,841	501,689	563,605	485,483
Honoraria	17,279	(1,500)	-	-	15,779	25,345	20,692
Salaries	-	2,782,368	140,837	165,451	3,088,657	3,178,488	3,063,286
Other	-	26,290	-	-	26,290	22,000	24,904
	17,279	3,252,618	171,225	191,292	3,632,414	3,789,437	3,594,365
Total General Expenses	\$ 127,433	\$ 4,430,269	\$ 916,749	\$ 262,751	\$ 5,737,201	\$ 6,430,728	\$ 5,504,690

Glossary of Terms

Casual Student: A participant taking courses, within a program group, that collectively totals less than 30 hours. (Applies to Skills Training only.)

Completer: Any participant who has successfully completed course requirements or remained to the end of the program.

FLE: Full Load Equivalent. The total participant hours divided by the accepted full load equivalent factor for a program group.

FTE: Full Time Equivalent

Full-Time Student: Total number of students who are taking courses (within the program group) that collectively require a minimum average of 18 hours of scheduled class time per week for a program session with a minimum duration period of 12 weeks (both conditions need to be true). There are two exceptions:

- (a) **Apprenticeship and Trade:** 240 hours (a complete level depending on the trade) is required; and
- (b) **University courses:** 234 hours (6 courses at 39 hours) of scheduled class time for the academic year.

GED: General Educational Development

Graduates: Any participant who successfully completed all course requirements resulting in achievement of certification by a recognized credit granting institution.

Participant Hours: The total time (in hours) that a student is actively involved in a program (courses) session.

Part-time Student: The number of students who are taking courses (within a program group) that collectively require less than an average of 18 hours of scheduled class time per week for a minimum duration period of less than 12 weeks but equal to or more than 30 hours in total. There are two exceptions:

- (a) **Apprenticeship and Trade:** Totalling less than 240 hours of scheduled class time for academic year; and
- (b) **University courses:** Totalling less than 234 hours.

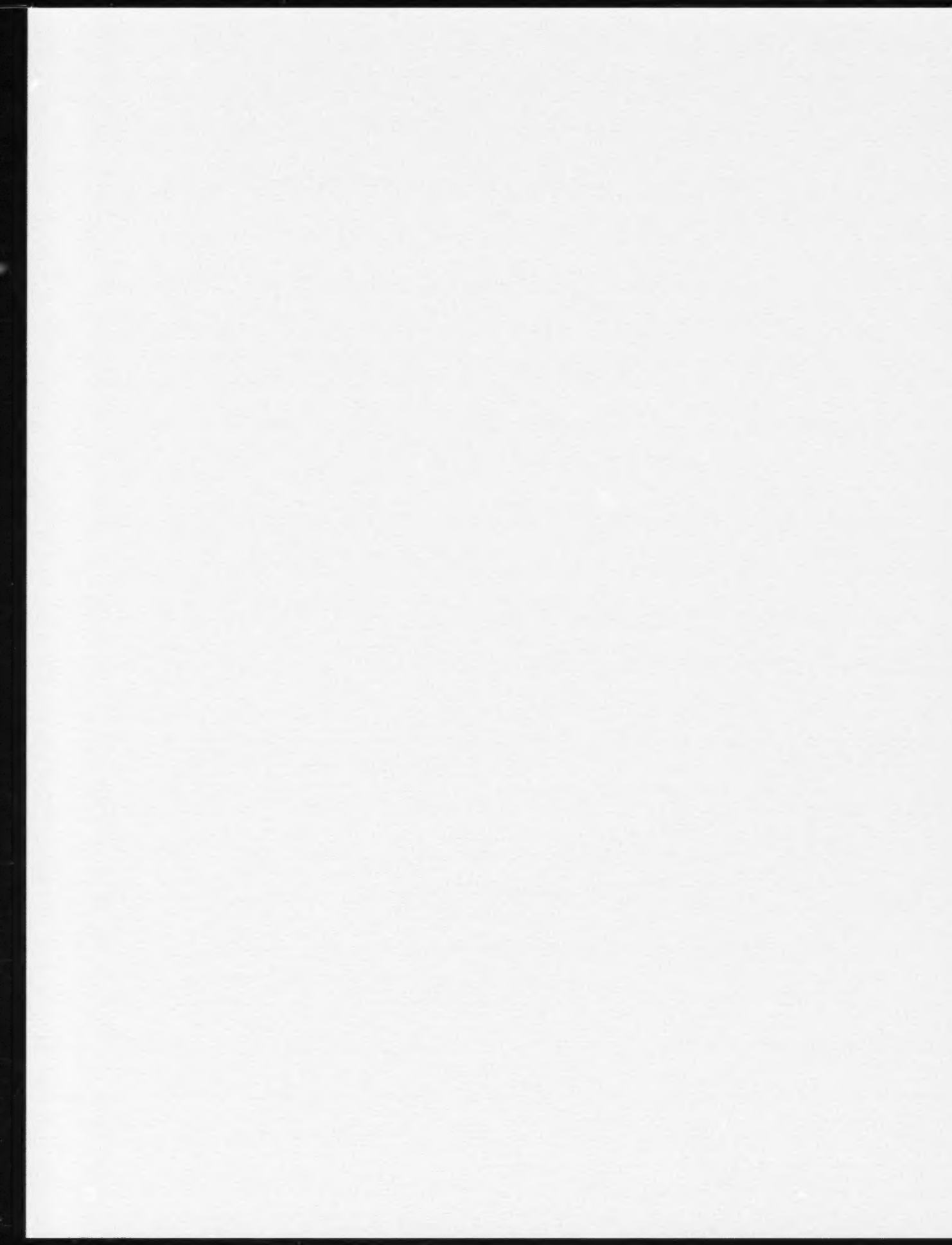
Program Group: A combination of SIS 'Program Area', Program Type or Program Category identified for the specific purpose of reporting student enrollments. Program Groups for reporting to the Ministry are:

- Skills Training - Institute Credit (SIAST)
- Skills Training - Institute Credit (Other Suppliers)
- Skills Training - Apprenticeship & Trade
- Skills Training - Industry Credit
- Skills Training - Non-Credit (includes Industry Non-Credit, Community/Individual Non-Credit, and Personal Interest Non-Credit)
- Adult Basic Education - Credit Adult 12
- Adult Basic Education - Credit Adult 10
- Adult Basic Education - Credit Academic GED
- Adult Basic Education - Non-Credit Employability/Life Skills
- Adult Basic Education - Non-Credit English Language Training
- Adult Basic Education - Non-Credit General Academic Studies
- Adult Basic Education - Non-Credit Literacy
- University

SCN: Saskatchewan Communications Network

SIAST: Saskatchewan Institute of Applied Science and Technology

Student Enrollment: Student(s) enrolled in program(s) or course(s) that are part of a specific **Program Group**.





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